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FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, November 16, 2005 at 3:00 p.m.

City Hall

1 Dr. Carlton Goodlett Place, Rm. 421

DOCUMENTS DEPT.

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AGENDA

1. Roll call

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins
(SF Food Bank Representative TBA)

2. Introductions [Discussion Item]

3. Overview of laws and rules for City Task Force Members: City Charter, Brown Act, Sunshine Ordinance [Discussion Item]

a. Public comment

4. Selection of Task Force Officers [Action Item]

a. Public comment

5. Overview of issues Task Force may consider in future meetings [Discussion Item]

a. Public comment

6. Public Comment

7. Adjournment

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San Francisco Food Security Task Force

≈ Minutes from November 16, 2005

3pm-5pm, City Hall, Room 308

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Paula Hamilton, Maria LeClair, Leo O'Farrell, Anne Quintance, Gail Priestley, Darryl Snaw, Dennis Stewart, Timothy Thole, Sarah He, and Christine Wong Mineta

Public: Brigit Adamus, James Chionsini, Melissa Daigle, Leanne Edwards, Armando Rodriguez, and Ellen Stroud

Agenda Topic	Discussion	Action Item
1. Call to Order	3:30pm by Sarah He, Legislative Aide to Supervisor Sophie Maxwell	None
2. Introductions	Task Force (TF) members introduced themselves. Public introduced themselves.	None
3. Overview of laws and rules for City Task Force Members: City Charter, Brown Act, Sunshine Ordinance	<p>Paul Zarefsky, Deputy City Attorney, presented an overview of the Sunshine Ordinance to TF members. He distributed a copy of the Office of the City Attorney's website for us to download the "Good Government Guide" and its supplement.</p> <p>Mr. Zarefsky discussed that the TF must operate according to the three basic principles of the Open Meetings Law:</p> <ol style="list-style-type: none"> (1) the TF must function in an open meeting context at any given time or place, and with limited exception, may discuss items and make discussions only in public meetings (2) agenda items must be meaningfully described so that a member of the public who looks at it will know basically what the subject matter is about. Agenda items must be noticed in accordance to time and place requirements. (3) members of the public have a right to attend, observe, and participate to the extent of offering public comment <p>Mr. Zarefsky also noted the following:</p> <ul style="list-style-type: none"> Any sub-committee formed by the TF is subject to the Brown Act and Sunshine Ordinance. 	<p>Paul Zarefsky will get back to the TF regarding how the rules will impact the existing Food Stamp Access and Participation Group, since many TF members currently participate in this group.</p> <p>He suggested that the TF may want to consider making this group a subgroup. The subgroup would have to function under the rules of the Sunshine Ordinance.</p>

San Francisco Food Security Task Force

Minutes from November 16, 2005

3pm-5pm, City Hall, Room 308

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> <li data-bbox="215 341 311 1089">• A meeting occurs whenever a majority of members (6 TF members) of a policy body come together at the same time or place. This applies even if you're not taking any action or just discussing something and even applies if you don't have the meeting formally noticed. <li data-bbox="319 341 391 1089">• "Serial meeting" means not meeting all together at the same time or place but a majority of you have communications outside the context of the formal meeting. This is an illegal meeting. The same rule applies to e-mails. <li data-bbox="398 341 495 1089">• Logistics of agenda: meetings must be posted at least 72 hours in advance, must be posted in the government information section of the public library and the website and ideally at the Department of Public Health in a central bulletin board, as well as the bulletin board outside the meeting room. <li data-bbox="502 341 574 1089">• Must stick to items on the agenda. It is unlawful to discuss items not on the agenda. If an issue arises that is not on the agenda, a TF member can request that it be written as an agenda item for the next meeting. <li data-bbox="582 341 678 1089">• There is a right of public comment on every agenda item. The norm is that speakers should be given a maximum of 3 minutes to talk (with the exception of a large number of people who wish to speak), be treated equally, and have a right to criticize. <li data-bbox="685 341 782 1089">• There is a right of general public comment which can occur at any time. Members have a right to comment on anything in the jurisdiction of the task force. A member of the public has a right to comment on issues not on the agenda. <p data-bbox="816 341 860 1089">Ms. Wong Mineta is the liaison to the Office of the City Attorney if questions from the TF should arise.</p> <p data-bbox="895 901 912 1089">Public Comment: None.</p>	

San Francisco Food Security Task Force

Minutes from November 16, 2005

3pm-5pm, City Hall, Room 308

Agenda Topic	Discussion	Action Item
4. Selection of Task Force Officers	<p>Sarah He gave background information of what lead up to the creation of the Food Security Task Force. Supervisor Sophie Maxwell had a hearing in February 2005 to talk about nutrition funding and how the City is doing in terms of people who are eligible and applying and receiving the services these programs provide. Through this hearing it was found that \$600 million dollars of nutrition food assistance dollars goes back to the federal government every year because San Franciscans are not accessing it. As part of a resolution to this, the Office of the Budget Analyst, suggested that we should legislate a task force to better increase participation and work across agency borderlines. TF members are here because they have a direct connection to providing services to these constituencies or a link to the constituencies that haven't been reached yet.</p> <p>Libby Albert, Child Nutrition Coordinator from the Department of Children Youth, and Their Families, was nominated by Ms. He as Chair of the TF. Anne Quaintance seconded her nomination.</p> <p>Gina Fromer from Urban Services YMCA nominated herself as Vice Chair of the TF. Maria LeClair seconded her nomination.</p> <p>Public Comment: None.</p>	<p>Ms. Albert and Ms. Fromer will facilitate all TF meetings after today.</p>

San Francisco Food Security Task Force

Minutes from November 16, 2005

3pm-5pm, City Hall, Room 308

Agenda Topic	Discussion	Action Item
<p>5. Overview of issues Task Force may consider in future meetings</p>	<p>The TF recommended the following items for consideration in future meetings:</p> <ul style="list-style-type: none"> • Child care food issues and issues with regulations- Ms. He • Examining “best practices” in other cities similar to us and how they deal with government programs- Ms. Quaintance • Taking a “holistic” focus. Look at where the money is- Mr. Stewart. This was seconded by Ms. Priestley who stated that we must bring good nutrition to youth, especially in light of the obesity epidemic. Participating in school breakfast and lunch programs improves nutrition- Ms. Priestley • Give and improve our nutritional messages- Mr. Stewart • Advocacy at the federal level- Ms. LeClair • Improving the food security of seniors- Ms. Quaintance. This was supported by Mr. O’Farrell • Expanding the summer lunch program and pilot healthy snacks program- Ms. Albert • Local diet, non-emergency- Ms. Quaintance • Using the snack and summer program as an example where there was no documentation and one could obtain a free meal (for immigrant communities)- Mr. Thole • Targeting Rec and Park, after school, schools and churches- Ms. Albert • Homeless- Ms. Fromer • Getting food and nutrition to people in the city (i.e. YMCA)- Ms. He • Food access- Ms. Albert • Reviewing new information- Ms. Priestley 	<p>Further review list and items to address at future meeting.</p>
	<p>Ms. He summarized the list into three categories:</p> <ol style="list-style-type: none"> (1) Food Stamps (2) School Lunches (3) Expanding the breakfast and lunch programs and distributing healthy snacks <p>The TF also wanted to ensure that the special needs of seniors and children were</p>	<p>Ms. Wong Minera will locate the new Food Policy report and distribute it at the next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from November 16, 2005

3pm-5pm, City Hall, Room 308

Agenda Topic	Discussion addressed.	Action Item
	<p>The TF was reminded by Ms. He that the TF will continue for two years, with the development of a strategic plan after one year. The TF will report to Supervisor Maxwell bi-annually and may recommend that the TF continue its work after two years.</p> <p>Public Comment: None.</p>	
6. Public Comment	None	None
7. Adjournment	<p>The TF agreed to meet on Wednesdays from 2:30pm-4:30pm. The TF will meet two times a month (every other week) for the next two months and one time a month thereafter.</p> <p>The next TF meeting will be held on Wednesday, November 30, 2005 from 2:30pm – 4:30pm at City Hall, Room 278. Ms. He reminded the TF that if there is no quorum, the TF cannot meet.</p> <p>Ms. He adjourned the meeting at 4:23pm.</p>	<p>Ms. He will follow-up in securing a room for the next TF meeting.</p>

- San Francisco
FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, November 30, 2005 at 2:30 p.m.

City Hall

1 Dr. Carlton Goodlett Place, Rm. 278

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AGENDA

1. Roll call

Libby Albert
Daisy Anarchy
Gina Fromer
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Maria LeClair
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Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Presentation on the *2005 Collaborative Food System Assessment* produced by the San Francisco Food Alliance. Guest Speaker: Paula Jones, Director of San Francisco Food Systems [Discussion Item and Possible Action Item]

a. Public comment

3. Proposal to hire a facilitator for the Task Force [Discussion Item and Action Item]

a. Public comment

4. Identifying the Task Force's mandate [Discussion Item and Action Item]

a. Public comment

5. Public Comment

6. Adjournment

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San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Maria LeClair, Leo O'Farrell, Anne Quintance, Dennis Stewart, and Christine Wong Mineta

Public: Brigit Adamus, Sarah He, Paula Jones, Caron Obstfeld, Bob Offer-Westort, Fernando Ona, and Leah Rimkus

Agenda Topic	Discussion	Action Item
1. Call to Order	2:35pm by Libby Albert, Chair of the Food Security Task Force	None
2. Presentation on the 2005 Collaborative Food System Assessment produced by the San Francisco Food Alliance.	<p>Paula Jones, Director of San Francisco Food Systems, presented an overview of the 2005 Collaborative Food Assessment. She distributed a worksheet prepared for the Food Security Task Force (TF) that listed: Federal and other food programs, the San Francisco agency responsible, dollar amount, number of residents served, percentage of eligible served, and key issues. Ms. Jones stated that the Assessment was conducted because it was important to see all the information in one place from a "food systems" approach focusing on where food is grown to where it is recycled and everything in between. Ms. Jones reminded us that we need to be aware of the "fights" going on in Washington regarding federal programs. We need to advocate for programs most likely to be cut (i.e. the Food Stamp Program).</p> <p>Ms. Jones stated that approximately 65% of kids eligible for the School Lunch Program are being served. Those served are primarily low-income children. 35% of families are not turning in applications. The school district is trying to determine which schools need to increase participation rates. Ms. Jones spoke to Ed Wilkins from the San Francisco Unified School District (SFUSD) who believes that immigrants are scared to share their status and that we have to alleviate their fears. Ms. Jones stated that we should enroll families in one program, since they will ultimately be enrolled in two programs (i.e. Seamless Waiver Program).</p> <p>Ms. Jones stated that reimbursement rates for federal food programs are not sufficient to operate the program. In the SFUSD, labor costs are approximately half of the</p>	
Guest Speaker: Paula Jones, Leah Rimkus, and Fernando Ona from San Francisco Food Systems		

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>budget. The school district will not deny a child a meal; this places great pressure on the department to be self supporting. Additional monies would improve the food programs and also allow the schools to purchase more fruits and vegetables. Logistical challenges (i.e. bus schedules) also posed an obstacle for kids receiving food during breakfast, however programs such as the “grab and go” model have increased participation in the high school breakfast programs. Ms. Jones stated that Bill 281 passed in the state which allows a sum of money to reimburse a district an additional \$.10 per piece of fruit beginning in January.</p> <p>Ms. Jones stated that the WIC Program (Women, Infants, and Children Supplemental Nutrition Program) is a major program that is well utilized. Nutrition education involved has made it successful.</p> <p>Ms. Albert stated that the adult component of the Child and Adult Care Food Program is underutilized. People on social security can't get Food Stamps. If they are enrolled on WIC, they can't enroll in the Commodity Supplemental Food Program (CSFP). Anne Quantance of the San Francisco Food Bank stated that seniors and immigrants make up the majority of the Food Bank recipients.</p> <p>Centers sign up directly with the California Department of Education, while family child care homes need to sign up thorough a sponsor (Children's Council of San Francisco or Wu Yee Children's Services). Ten years ago there was a lot of fraud in the program. Many new and burdensome administrative requirements have made it difficult for sponsors. California has lost 40% of its sponsors and San Francisco is at risk of losing its only two. The Department of Children Youth and Their Families has convened a group to support the sponsors and streamline the process to make it easier for the sponsors. Only about half of all child care providers who are eligible to participate in the program do.</p> <p>Ms. Jones stated that many elderly are not being served. In the 2000 Census, about 19,000 elderly San Franciscans were at 185% poverty. Ms. Quantance added that seniors are basically surviving off of food banks. People on SSI can't get Food Stamps.</p>	

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Lots of people are participating in CSFP, which distributes a monthly box of commodities to seniors. Seniors and immigrant, legal seniors make up the majority of the food pantry program. The Brown Bag program delivers produce and other items to over 30 agencies of senior centers or senior housing buildings on a weekly basis. Other programs operating on a weekly basis also consist of mainly seniors. This is not just a chronic problem; this is it for seniors.</p> <p>Daisy Anarchy from the San Francisco Coalition on Homelessness asked Ms. Quantance if an illegal immigrant can get the CSFP box if they are a senior or a pregnant woman. Ms. Anarchy further inquired if they have to show proof of citizenship or legal status. Ms. Quantance said that you need to show that you are a resident and have California identification. You also need to show something verifying your income. You could get a box as an illegal immigrant. Chinese and Russian speaking people are the largest that the Food Bank is serving.</p> <p>Leo O'Farrell from the Human Services Agency distributed a Food Stamp Program Participation and Benefit Issuance Report, which he referred to during his talk. He stated that \$3.2 million was issued in Food Stamps in San Francisco during September 2005. 31,103 people in federal- only households get Food Stamps in San Francisco and about 1,000 people get Food Stamps in federal/state households.</p> <p>Food Stamp customers consist of 29% who are 50+ years of age, 22% who are 40-49 years of age, 14% who are 30-39 years of age, 14% who are 18-29 years of age and 21% under age 18, which is a growing group. Mr. O'Farrell stated that immigrants potentially represent a large group of underserved people in San Francisco that could receive Food Stamps. People no longer qualify to receive Food Stamps if they are over 65 years of age. Mr. O'Farrell stated that people who receive social security can't get money from Food Stamps. Dennis Stewart from the United States Department of Agriculture stated that California is the only state in the country that this applies to.</p> <p>Mr. O'Farrell noted that the number of Latino and Asian families applying for Food Stamps is rising. The number of homeless cases has declined, partly related to "Care</p>	

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Not Cash": At least 1,000 people have been moved into single resident occupancy units or have independently found housing. Mr. O'Farrell stated that the San Francisco Bay Area was ranked as the second lowest of urban counties in Food Stamps. The largest group applying for Food Stamps consists of working, low-income Latino families in the Mission.</p> <p>Bridget Adamus, a Congressional Hunger Fellow who is working with Mr. O'Farrell, stated that outreach programs such as "Food Stamps in a Day" have been implemented at recovery programs, North East Medical Services, the San Francisco AIDS Foundation, and Self Help for the Elderly. Ms. Adamus is also reviewing what other people are doing that is effective in the state and in the country.</p> <p>Mr. Stewart stated that three subsets that are eligible but participating the least were: seniors, working poor, and immigrant poor. He also suggested that the TF look into a new posting of a new USDA outreach grant located on the USDA website under http://www.fns.usda.gov/fsp/outreach/grants/2006/default.htm#55. Local community groups are eligible to apply.</p> <p>There was clarification on Ms. Anarchy's question regarding Melissa DeBartalo, from the California Association of Food Banks, who mentioned that Jessica Bartholow would be working with people in San Francisco to create one outreach plan. Ms. Quaintance clarified this by stating that there are two separate grants. The California Association of Food Banks has a Food Stamp outreach grant application. The USDA grant is a separate one. Mr. Stewart suggested that the TF may consider applying to the California Association of Food Banks grant. There is a match involved in this grant.</p> <p>Ms. Jones stated that the Ryan White Care Act money may be gone soon. Currently, Project Open Hand and the San Francisco Food Bank receive money from them. The money is at about \$1.1 million now. Health Commissioner Jim Illig, formerly with Project Open Hand, said it would be helpful for the TF to write a letter to the HIV Health Services Council to reprioritize food. Fernando Ona from San Francisco Food Systems stated that San Francisco is being targeted for major reductions. The Planning</p>	<p>Mr. Ona will draft a letter and/or follow-up with Commissioner Illig for bullet points. The Chair and Vice-Chair of the TF will sign the letter.</p>

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Council decided to deprioritize food because it was not a core medical service for people with AIDS or AIDS patients. Therefore, any supportive services such as housing or food would be completely eliminated. However, if the Council reminded them of the importance of food of a core necessity for people with AIDS, then they could reauthorize or reprioritize core services. Commissioner Illig stated to write the letter before Christmas. He would be willing to come to the TF to help facilitate that.</p> <p>Gina Fromer, Vice-Chair of the Food Security Task Force, made a motion to draft a letter in support of prioritizing food in San Francisco. Mr. O'Farrell seconded the motion.</p> <p>Ms. Jones stated that the following areas in San Francisco are being underserved: Richmond, Sunset, OMI, and Treasure Island.</p> <p>Ms. Jones stated that the Alemany Farmers' Market is now accepting Food Stamps.</p> <p>Public Comment:</p> <p>Members of the public introduced themselves. No other comments.</p>	<p>Letter will be further discussed at next TF meeting.</p>
<p>3. Proposal to hire a facilitator for the Task Force</p>	<p>Ms. Quintance brought up an idea at the last TF meeting to hire a facilitator for the TF and that the San Francisco Food Bank could underwrite the cost of someone to facilitate. Ms. Quintance stated that Paul Ash, Executive Director from the San Francisco Food Bank, is willing to commit \$5,000 to hire a consultant to assist the TF in their strategic plan. Mr. Ash also called St. Anthony to see if they can share the cost. The facilitator would also assist the TF in facilitating meetings and setting the agenda. Ms. Quintance stated that a facilitator would also allow all TF members the ability to participate in the meetings and none of the TF members would have to facilitate.</p> <p>A motion was made to hire a facilitator to assist the TF. Mr. O'Farrell supported the motion, which was seconded by Maria LeClair from Nutrition Services.</p>	<p>Ms. Quintance will look into this issue further and report back at our next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	Public Comment: None.	
4. Identifying the Task Force's mandate	<p>Ms. Albert reviewed the TF's ordinance with the group, reminding the TF that its purpose is to provide food security to <i>all</i> persons (San Franciscans).</p> <p>The TF referred to "5. Overview of issues Task Force may consider in future meetings" in the 11/16/05 minutes as they discussed what they see as the TF's mandate.</p> <p>Mr. O'Farrell feels the mandate is to increase Food Stamp participation, especially among seniors, working, low-income families, and immigrant families.</p> <p>Ms. Albert stated that she would like to focus on increasing the utilization of a seamless school waiver.</p> <p>Ms. Quaintance stated that we should target all people, including seniors, families, children, and all adults. She stated that we need to talk about all the different groups.</p> <p>Ms. Fromer seconded Ms. Quaintance's statement and would like to see food included as a line item in after school programs. Currently, City programs are not allowed to use money for food. This can be included in RFPs.</p> <p>Mr. Stewart stated that the Food Stamp Program contains the "lion's share" of the money and it's an entitlement program. He reminded the TF that the Farm Bill is up for reauthorization in 2007.</p> <p>Ms. Albert stated that we need to get more kids qualified for the school lunch and breakfast programs. Funding for schools is dependent on the number of applications returned. The school breakfast program is underutilized. We can encourage more "grab and go" programs.</p>	

San Francisco Food Security Task Force

Minutes from November 30, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Quintance stated that we should reach every program listed on the ordinance. We can use the chart distributed by Ms. Jones during her presentation and list where we would like to be in 5 years and by what percentage increase.</p> <p>Mr. O'Farrell stated that the Mayor has a program called SF Stat, where every month they show statistics for every department. The Mayor requested specific targets for increased Food Stamps participation.</p> <p>Sarah He, legislative aide to Supervisor Sophie Maxwell, stated that the TF may want to consider applying for grants in the future.</p> <p>Ms. Quintance stated that she would like to review what other cities have done that we might want to try.</p> <p>Ms. Anarchy stated that most of the eligible food stamp recipients that aren't receiving them are in District 9 and District 3. She suggested that we should bring in Supervisor Tom Amiano's Office (District 9, 94110) and Rose Chung from Supervisor Aaron Peskin's Office (District 3, Chinatown, 94109) at some point. She stated that it is in a Supervisor's interest to help their communities access all of the services available to them.</p> <p>Mr. O'Farrell stated that Ms. Adamus is currently looking at various models of Food Stamp outreach and doing a cost/benefit analysis of those outreach efforts. She is looking at a dollar figure per approved application and the report will come out in February. She is looking at "best practices," too.</p> <p>Ms. Adamus stated that the California Association of Food Banks has an outdated version of "best practices" models with a list of contact and strategies being used to promote Food Stamps. Ms. LeClair reminded the group that "best practices" doesn't always work in all communities.</p> <p>Ms. Fromer stated that we should look at serving better quality food.</p>	

San Francisco Food Security Task Force

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2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Quaintance said to have “nutrition breaks” and to use school money for this.</p> <p>Ms. LeClair stated that the school district needs to be present at the TF meetings. Ms. Quaintance suggested that maybe the school district seat could be shared. Ms. Anarchy continued by stating that there should have a substitute in the current representative is not able to come.</p> <p>Ms. Quaintance suggested promoting the new food guide pyramid.</p> <p>Public Comment: None.</p>	<p>Ms. Albert and Ms. He will follow up with the current SFUSD’s representative, Ed Wilkins, to encourage his and the SFUSD’s participation on the TF.</p>
5. Public Comment	None	None
6. Adjournment	<p>The next two meetings will be held on:</p> <ul style="list-style-type: none"> • Wednesday, December 14, 2005 • Wednesday, January 4, 2006 <p>Both meetings will be held from 2:30pm-4:30pm at City Hall, Room 278.</p> <p>The meeting was adjourned at 4:30pm by Ms. Albert.</p>	<p>Christine Wong Mineta will contact California Food Policy Advocates to inquire if someone can present their new reports at our next meeting.</p> <p>Ms. Wong Mineta will contact Ms. Adamus to give a brief presentation on the USDA grant on January 4, 2006.</p> <p>Ms. Quaintance will call Jessica Bartholow to come to a future meeting.</p> <p>As a follow up to a question at the first TF meeting regarding the Sunshine Ordinance, Ms. Albert stated that there are only 3 people participating in an outside group working on similar issues, so there does not need to be another subcommittee formed.</p>

San Francisco

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, December 14, 2005 at 2:30 p.m.
City Hall
1 Dr. Carlton Goodlett Place, Rm. 278

AGENDA

1. Call to Order

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Daisy Anarchy
Gina Fromer
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Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from November 11, 2005 [Discussion Item and Possible Action Item]

3. Approval of Minutes from November 30, 2005 [Discussion Item and Possible Action Item]

4. Presentation on the 2005 County Nutrition Profile and Touched By Hunger: A County-by-County Report on Food Insecurity and Hunger in California Report authored by California Food Policy Advocates. Guest Speaker: Kenneth Hecht, Executive Director, California Food Policy Advocates [Discussion Item and Possible Action Item]

a. Public comment

5. Update on the proposal to hire a facilitator for the Task Force [Discussion Item and Action Item]

a. Public comment

6. Letter in support of the reprioritization of funds to the Ryan White Care Act [Discussion Item and Action Item]

a. Public comment

7. Public Comment

8. Adjournment

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

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San Francisco Food Security Task Force

≡ Minutes from December 14, 2005

2:30pm-4:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, Darryl Smaw, Dennis Stewart, Matthew Keleman (representing Ed Wilkins), and Christine Wong Mineta

Public: Brigit Adamus

Agenda Topic	Discussion	Action Item
1. Call to Order	2:37pm by Libby Albert, Chair of the Food Security Task Force (TF)	None
2. & 3. Approval of Minutes	Minutes from November 16, 2005 were approved with changes from Gail Priestley. Minutes from November 30, 2005 were approved with changes from Anne Quintance. Ms. Quintance moved to approve minutes from November 16 and 30, 2005. Dennis Stewart seconded.	Staff will make changes to the minutes and post.
4. Presentation of the 2005 County Nutrition Profile and Touched By Hunger: A County-by-County Report on Food Insecurity and Hunger in California Report by California Food Policy Advocates.	Ken Hecht, Executive Director of California Food Policy Advocates (CFPA), stated that the main goal of the 2005 County Nutrition Profile is to see how each county is doing year to year. <i>Touched By Hunger</i> is used to provide the reality of what hunger and food insecurity means throughout a community. For example, the report shows that approximately 6% of San Francisco's population is identified as hungry or food insecure. While this percent appears fairly trivial, a closer look reveals that 43,000 individuals are actually hungry or food insecure. Food insecurity includes worrying about the quality of food you are able to purchase to being hungry and worrying about being hungry again. Mr. Hecht stated that roughly 20% of people (1 in 5) living in San Francisco City and County are in a position to be harmed and/or be worrying about being harmed by access to food. Leo O'Farrell inquired as to whether the <i>Touched By Hunger</i> report had looked at the income level and resources making individuals eligible for the Food Stamp Program.	

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San Francisco Food Security Task Force

Minutes from December 14, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>Guest Speaker: Kenneth Hecht, Executive Director, California Food Policy Advocates</p>	<p>Mr. Hecht responded by stating that you can be over the poverty line in your household and still have trouble putting adequate food on the table. The hunger numbers come in by phone study out of UCLA every two years and estimates are based according to the federal poverty line. Poverty level comes out of the 2000 Census and is adjusted by the State Department of Finance estimates. More adults in San Francisco, as compared to other age groups, show up as hungry and food insecure, which is typical in most counties. Mr. Hecht stated that there is a relationship between poverty and hunger. Poverty is determined by cost of living adjustments, SSI, CalWORKS, and minimum wage. San Francisco does better than most counties as a direct result of a higher minimum wage.</p> <p>Food Stamp participation rates of those eligible in San Francisco are low. Mr. Hecht stated that any difference that the TF can make in enrolling individuals who are eligible onto the Food Stamp Program will have an immense impact.</p> <p>There is a huge gap between the number of children who are eligible for free or reduced price breakfast (children at 185% poverty or less) and those who are participating in the program. Mr. Hecht stated that the breakfast program is one that can make money for a school district if operated correctly. Therefore, he suggested waiting to serve breakfast until after school starts since schools can get close to 100% of the children served. This removes stigma, gives the school district the volume on which they can buy good food, and the school can still make money. Ms. Albert stated that Balboa High School has implemented a "grab and go" program, which has increased participation and reimbursed meals to about a 10%-15% increase. A scan card may assist school staff, but would be an expense to the school. Ms. Quintance stated in southern California, they have implemented "nutrition breaks" for everyone.</p> <p>Mr. Hecht discussed Provision 2, which allows a school to bypass paperwork if they promise to serve every/body without looking at the child's family income. This can be implemented school by school and only for breakfast. Mr. Hecht stated that in the San Francisco Unified School District (SFUSD), 68% of children district wide qualified for free or reduced price meals. 30 schools out of 120 have 85% or higher low income</p>	

San Francisco Food Security Task Force

Minutes from December 14, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>children. All Provision 2 sites were revoked in SFUSD due to bad choices in the district.</p> <p>Ms. Albert stated that the need for instructional time is an issue for the SFUSD if they implement "nutrition breaks." They might have to extend the day by 15 minutes. To get around instructional time, Mr. Herch suggested that classrooms should multi-task (i.e. use clean-up time to administer breakfast, give announcements or turn in homework when food is given out). Classified employees (food preparation workers and janitors) would also need to be given special attention.</p> <p>Provision 2 requires a school to collect applications in a base year. They are reviewed and percentages are calculated according to the cost children will have to pay for meals. These percentages are used for the next 3 years and apply to the number of children to the number who eat. At the end of the 4 year period, if there are huge changes in the demographics of the school, you just roll over into another 4 years. Matt Keleman (representing Ed Wilkins), from SFUSD stated that the reason why SFUSD pulled out of Provision 2 was because there were low numbers in the base year. It was difficult to get the numbers raised and applications returned. Mr. Keleman stated that it doesn't make sense to implement Provision 2 until the SFUSD gets adequate numbers. The SFUSD gets numbers who are eligible from Census data. He said that the SFUSD is committed to providing school breakfast and increase participation in the program. Right now the school district is in a multi-million dollar deficit resulting in competing pressures to providing services to the children.</p> <p>Mr. Hecht stated that direct certification allows children to be recognized by a school district as eligible for school meals. If families are enrolled in Food Stamps or CalWORKS, children's names can be given to the school district and be automatically certified and eligible. All school districts are being required to do this. In San Francisco, there is no citizenship question for child nutrition programs as there is in Food Stamps.</p> <p>In response to Dennis Stewart's question as to what CFPA would recommend to the Food Security Task Force (TF), Mr. Hecht suggested increasing participation in the</p>	

San Francisco Food Security Task Force

Minutes from December 14, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Food Stamp Program, especially making it easier for working families. He further stated that this is the year where advocacy can be effective. He also encouraged the TF to work with the school district to put childhood nutrition programs in place.</p> <p>Mr. O'Farrell stated that the Food Stamp Program is partnering with H&R Block. They are conducting a study in their tax offices to see if people are eligible for benefits such as Food Stamps or WIC. If eligible, they would then offer them a service of completing an application with their information. They would also refer them to a nearby office. The taxpayer may also get a reduction in the fee on their taxes for the next year. Applications may be sent electronically to the Food Stamp office. When H&R Block describes the program, they will show the Golden State Advantage Card and say it is a program that helps with groceries.</p> <p>Public Comment: None.</p>	<p>The TF will invite Ken to come back when Ed Wilkins from the SFUSD is present to discuss Provision 2 and school nutrition programs further.</p>
<p>5. Update on the proposal to hire a facilitator for the Task Force</p>	<p>Ms. Quaintance stated that St. Anthony agreed to contribute monetarily along with the San Francisco Food Bank for a facilitator. Ms. Quaintance stated that she had someone in mind who is interested in facilitating the TF meetings. She also encouraged anyone else that might have any funding to contribute to a facilitator to speak up since there is a finite amount that will be allocated to this expense.</p> <p>Gail Priestly inquired as to whether there was access to a grant writer. Ms. Priestly stated that Mazon Jewish Response to Hunger just started their funding cycle but is not sure about the San Francisco Foundation.</p> <p>Public Comment: None.</p>	<p>Ms. Albert will contact the facilitator that Ms. Quaintance had in mind.</p> <p>Ms. Priestly will contact the Program Officer at Mazon and report back at our next meeting.</p>
<p>6. Letter in support of the reauthorization of funds to the Ryan White Care Act</p>	<p>Ms. Albert spoke to Jim Illig who stated that it would make more sense to write a letter in February so that it doesn't get filed and forgotten. Ms. Albert suggested writing the letter after the first of the year.</p> <p>Public Comment: None.</p>	<p>None</p>

San Francisco Food Security Task Force

Minutes from December 14, 2005

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Public Comment	<p>Bridget Adamus stated that she would like to defer reporting on a cost benefit analysis of food programs until her report is complete in February.</p> <p>Ms. Adamus stated that the TF is not able to apply for the USDA Food Stamp Outreach Grant. Other interested organizations need to submit a Letter of Intent by January 6th. An application is due by April 3rd. Funds up to \$75,000 will be awarded. California Food Banks has a separate grant.</p>	None
8. Adjournment	<p>Ms. Anarchy suggested the topic, "challenges women with children under the age of 5 with no cars face in getting to the grocery store," be discussed at a future meeting. She suggested a jitney service for seniors and young mothers that would bring them to grocery stores and farmers' markets. Ms. Albert noted that this is a larger discussion of food access and may instead be incorporated into a future meeting.</p> <p>Ms. Albert suggested that we create a timeline at our next meeting. Mr. O'Farrell stated that the TF should decide what we want to focus on and how we should approach it. He suggested we create a strategic position and let it lead us forward. Ms. Albert stated that the facilitator can assist us with setting our priorities and decide where we can make an impact. Mr. Stewart suggested that the TF limit the number of guest lectures and begin to focus. Darryl Snaw suggested that the TF focus on macro aspects of the City, and that the communities will follow.</p> <p>Ms. Albert stated that we hope to have the facilitator on board by our next meeting to help us work on goal setting, mapping out a time line, and setting up committees.</p> <p>The TF agreed to hold meetings on the first Wednesdays of each month from 2:30pm-4:30pm at City Hall, Room 278. The TF agreed that they will go past 4:30pm as needed. The TF agreed to meet until 5:00pm at the next meeting on January 4, 2006 to allow for additional time to set the timeline.</p> <p>Ms. Albert adjourned the meeting at 4:15pm.</p>	None

San Francisco
FOOD SECURITY TASK FORCE

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SPECIAL MEETING
Wednesday, January 4, 2005 at 2:30p.m.
City Hall *2006*
1 Dr. Carlton Goodlett Place, Rm. 278

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AGENDA

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Special
1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from December 14, 2005 [Discussion Item and Possible Action Item]

3. Introduction and welcome to Rick Smith, consultant to the Task Force [Discussion Item and Possible Action Item]

a. Public comment

4. Setting priorities, objectives, timeline, and subcommittees of Task Force [Discussion Item and Possible Action Item]

a. Public comment

5. Update on grant sources [Discussion Item and Possible Action Item]

a. Public comment

6. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

7. Public Comment

8. Adjournment

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San Francisco Food Security Task Force

≈ Minutes from January 4, 2006

2:30pm-4:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Gina Fromer, Paula Hamilton, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, Darryl Snaw, Melissa Daigle (representing Dennis Stewart), Timothy Thole, Sarah He and Christine Wong Mineta

Public: Christopher Cook and Paula Jones

Agenda Topic	Discussion	Action Item
1. Call to Order	2:37pm by Libby Albert, Chair of the Food Security Task Force (TF). Ms. Albert asked the TF to rearrange the agenda and defer approval of the minutes until a quorum was reached. There were no objections.	None
2. Introduction and welcome to Rick Smith, consultant to the Task Force	The San Francisco Food Bank and St. Anthony Foundation allocated funds to hire Rick Smith to assist the TF in meeting facilitation and the development of a strategic plan. Rick Smith introduced himself by stating that he has been working in non-profit management since the early '80s. He was the Executive Director of <i>Compass Point</i> for ten years, and the National Executive Director of <i>Support Centers of America</i> for five years. Mr. Smith then started his own consulting business, which conducts planning with non-profit organizations. Mr. Smith is currently the Interim Executive Director for the <i>Roots of Change Fund</i> . The TF and public introduced themselves to Mr. Smith. Public Comment: None.	None
3. Setting priorities, objectives, timeline, and subcommittees of	Mr. Smith began to lead the TF through a planning process. TF members shared where they felt the group was at. The TF then reviewed the ordinance with Mr. Smith who reminded the group that the main goal of the TF is to increase the participation in federally funded programs. Mr. Smith inquired as to whether the TF has gathered all the information needed to proceed. Comments from the TF included:	

San Francisco Food Security Task Force

Minutes from January 4, 2006
2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
Task Force	<ul style="list-style-type: none"> • I learned about what food programs currently exist in San Francisco, particularly the San Francisco Unified School District (SFUSD).- Anne Quaintance • In mid-February there will be a Best Practices Report released.- Melissa Daigle • There is a USDA Best Practices website for Food Stamp Programs nationally. It can be found at the Food Stamp Program Outreach website at http://www.fns.usda.gov/fsp/outreach/default.htm- Ms. Daigle • I learned which programs are underutilized and what some barriers to participation might be.- Ms. Albert • Ken Hecht's recommendation that the TF concentrate on Food Stamps and school breakfast programs raises the question of how the TF will prioritize what it will focus on.- Gail Priestley • The application process, which is collected from families, is the key point to focus on.- Timothy Thole • We need better enrollment in the programs that exist.- Ms. Priestley • Interagency collaboration is lacking and contributing to under enrollment rates.- Sarah He • Underutilization does not equal quality of food. We need another way to get children to buy in to the fact that it is a nutritious meal and healthy food.- Gina Fromer • We need to make food served attractive to children.- Ms. Quaintance. • There is no one entity in San Francisco that looks at hunger and food security. We should try to increase the consciousness in City Departments that hunger is everybody's problem.- Ms. Priestley <p>The issue of subcommittees was raised by Darryl Smaw. Mr. Smith responded by stating that it may be premature to set up subcommittees at this point. The priority areas need to be further defined.</p> <p>The question of whether the enrollment issues were similar for Food Stamps and school programs was discussed. Ms. Daigle stated that the Food Stamp program is a</p>	

San Francisco Food Security Task Force

Minutes from January 4, 2006

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>“traditional model” and it doesn’t necessarily work for the changing population. People may need different ways of being served by the same program. There is no financial verification for school programs; however, Food Stamps require verification of income.</p> <p>Leo O’Farrell stated that many only qualify for a marginal Food Stamp benefit, which is a disincentive to the time and energy it takes for some to complete an application. There are also fiscal constraints on the provider side. Ms. Fromer stated that accessibility is an issue and there is too much red tape. Mr. O’Farrell stated that there are also operational issues in place. Ms. Priestley stated that even though people may go to food pantries or soup kitchens, they still go hungry. The food that they receive is only supplemental nutrition, not adequate nutrition. There are bad health outcomes for children who don’t get adequate nutrition.</p> <p>Ms. Daigle stated that the best Food Stamp outreach programs that she has reviewed involved collaboration. It involved outsourcing and getting resources to be able to do what they do best.</p> <p>Ms. Quaintance stated that seniors are the most active participants at the Food Pantry. Seniors on SSI can’t apply for Food Stamps. Mr. O’Farrell stated that the income of seniors in San Francisco who are receiving Food Stamps and Social Security is above the SSI level. This assistance only marginally helps their food security and they have to go through an application process that takes time and energy upfront. Mr. Thole stated that on a Federal level, besides Food Stamps, there is no permanent food program for seniors. Mr. O’Farrell stated that Meals on Wheels brings food to approximately 1,100 seniors.</p> <p>Ms. Priestley stated that California is the only state that can make changes that only impact seniors and not people with a disabled child in their household. The County government may not be aware of it. The County can join with others and lobby for this issue if they felt that it was important. Ms. Daigle stated that studies have shown that having a low-income senior in the household that receives SSI can affect a household positively or negatively, depending on the family’s circumstance.</p>	

San Francisco Food Security Task Force

Minutes from January 4, 2006

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Mr. Thole stated that communities around the U.S. have found that the Summer Food Service Program has served as an entry point for families. There is no identification needed to apply, therefore there is no stigma. Communities advertised the program as a “neighborhood meal program” with fun activities, not a “free meal program.” Volunteers conducted the activities.</p> <p>The TF reiterated their concern that there has not been a representative from the SFUSD present at meetings. Ms. Priestley stated that we should ask how SFUSD could make it better and what kind of support they could use from the City. She continued by stating that the way that children see nutrition in the schools should not only be the School District’s concern, but should be the City government’s concern.</p> <p>Ms. Albert stated that the School District is applying to DCYF to get some point of service (POS) equipment for Balboa High School and possibly at an elementary school. If Balboa receives funding, their staff can stand at the front door as students are coming in, hand the students their bag of food, and scan their POS card. This will, hopefully, increase the participation of breakfast at these sites and increase their revenue. Mr. Thole said that Portland has reduced the shortfall in their district by mandating the in-classroom breakfast starting in elementary school. Ms. Albert stated that in SFUSD, the barrier would be the lack of staff able to deliver the breakfast to the classroom and available janitorial services. Mr. Thole said that the meal should be part of the educational process.</p> <p>Mr. Smith asked the TF, “What do you feel the TF’s priorities are? What would success look like for you? What would we plan for?” The TF responded with the following:</p> <ul style="list-style-type: none"> • Increase utilization in Food Stamps and other childhood nutrition programs (i.e. School Lunch, School Breakfast, Childcare Food Program, Snack Program, Summer Lunch)- Ms. Albert • Increase participation in Food Stamps. How do we get over barriers (i.e. stigma, immigration issues, red tape, lack of knowledge, etc.)? Ask for resources we 	

San Francisco Food Security Task Force

Minutes from January 4, 2006

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>need, including funding. Think of different ways of doing things.- Mr. O'Farrell</p> <ul style="list-style-type: none"> • Have the City see what the reality of food service and hunger in San Francisco is really like. Find creative ways to outsource. Requests for Proposals for after school programs should include line items for food/ snacks so that programs can feed children in the afternoon.- Ms. Fromet • Help bring federal dollars into the City. Utilize programs as obesity prevention programs and provide good nutrition. We have to find a way to get the School District here to be part of the process. We should focus on school nutrition programs and Food Stamps.- Mr. Thole • Our efforts should focus on childhood nutrition and making the Food Stamp Program in San Francisco look radically different through technology and policy changes. A Food Stamp outreach network can inform low-income families about the program and give them the opportunity to apply. We need to serve people with the best possible product.- Ms. Daigle • We need to deal with how the City deals with the issue by: 1) a coordinating body that makes collaborations more readily, 2) ongoing assessment in how the City is doing- keeping food security in the minds of the Supervisors and Department heads, 3) increase participation in school food programs and the Food Stamp Program, and 4) keeping seniors in mind.- Ms. Priestley • Increase participation in Food Stamps and children programs. Integrate approaches of working with outside agencies to enroll participants.- Mr. Snav • Have a Food Czar- a Department that coordinates all other Department's efforts to how food gets to children and families. The better the coordination, the better the outcome.- Ms. He • Increase of utilization of federal programs. Advocacy for increasing reimbursement. If you don't get it into law, it doesn't happen. Have some income eligibility for the high cost of living areas. Have some kind of program like the Women, Infants, and Children Supplemental Nutrition Program (WIC) for seniors. The City needs to start looking at funding priorities for nutrition programs. We should create a unified trademark like good nutrition and physical activity.- Maria LeClair 	

San Francisco Food Security Task Force

Minutes from January 4, 2006
2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> <li data-bbox="205 310 225 1013">• We should work with the powers of what we have the ability to change, and not require other people to change something.- Paula Hamilton <li data-bbox="256 310 277 1013">• Gail's 4 things. "Action" and want to see something happen.- Ms. Quintance <p data-bbox="308 301 373 1053">Ms. He reminded the group that any subcommittee meeting agendas must be posted and minutes taken. Ms. He also reminded the group that there is only one official recorder, so some groups may need to take minutes themselves.</p> <p data-bbox="405 892 425 1053">Public Comment:</p> <ul style="list-style-type: none"> <li data-bbox="433 301 495 1013">• There are operational and logistical issues as to why students are not having breakfast at school. Under enrollment in programs causes a cash shortage in the district, which affects the department and the quality of food.- Paula Jones <li data-bbox="508 301 643 1013">• The school district has a Child Nutrition and Physical Activity Task Force that meets monthly, a subcommittee of school meals that meets monthly, and an active parent who works with the Department of Children, Youth, and their Families (DCYF). Half of the SFUSD budget goes to labor cost, making it difficult to run a food service operation. There are also a lot of kids eating for free. They do not pay for meals or sign up.- Ms. Jones <li data-bbox="656 301 698 1013">• Make the Citywide Coordinating body a permanent presence in City Hall. They have power and should keep food and the food system in mind.- Ms. Jones <li data-bbox="708 381 729 1013">• Create a City presence and reframe how food is dealt with.- Chris Cook <li data-bbox="739 314 801 1013">• Before the TF breaks into any subcommittees, the group may want to consider having a presentation from the SFUSD in order to understand the issues that they are facing.- Ms. Jones 	<p data-bbox="739 43 829 287">Ms. He will contact Ed Wilkins to see if the SFUSD can come to present at the next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from January 4, 2006

2:30pm-4:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
4. Update on grant sources	<p>Ms. Priestley stated that she is in conversation with MAZON and the San Francisco Foundation, who may have other leads for other possible funders.</p> <p>Ms. Daigle reminded the TF that Food Stamp Outreach grants are available and awarded by April 3, 2006. FSP Outreach Grant Application Materials can be found at http://www.fns.usda.gov/fsp/outreach/grants/2006/default.htm. Letters of intent are due by Friday.</p> <p>Public Comment:</p> <ul style="list-style-type: none"> What about contacting Jessica Bartholow and their mini-grants for Food Stamp outreach? Ms. Jones 	Ms. Priestley will give us another update at our next meeting.
5. Approval of Minutes	<p>Ms. Fromer made a motion to approve the minutes from December 14, 2005. Minutes were unanimously approved with no changes.</p>	Staff will post minutes.
6. Update on City nutrition programs	<p>Mr. O'Farrell announced that there is going to be a Food Stamp media campaign in San Francisco consisting of radio ads conducted by Food and Nutrition Service. The tentative schedule for advertising is in March, April, July, and August.</p> <p>Public Comment: None.</p>	None
7. Public Comment	None.	None
8. Adjournment	<p>The next TF meeting will be held on:</p> <ul style="list-style-type: none"> Wednesday, February 1, 2006 from 2:30pm-4:30pm at City Hall, Rm. 278 <p>Ms. Albert adjourned the meeting at 4:28pm.</p>	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, February 1, 2006 at 2:30p.m.
City Hall
1 Dr. Carlton Goodlett Place, Rm. 278

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from January 4, 2006 [Discussion Item and Possible Action Item]

3. Presentation on the San Francisco Unified School District's Student Nutrition Services. Speaker: Ed Wilkins, Interim Director of Student Nutrition Services [Discussion Item and Possible Action Item]

a. Public comment

4. Presentation on *The Outreach Aisle: A showcase of cost-effectiveness in Food Stamp outreach strategies*. Guest Speaker: Brigit Adamus, Congressional Hunger Fellow [Discussion Item and Possible Action Item]

a. Public comment

5. Continue with structural planning process of Task Force. Facilitator: Rick Smith, Consultant to the Task Force [Discussion Item and Possible Action Item]

a. Public comment

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6. Letter in support of the reprioritization of funds to the Ryan White Care Act
[Discussion Item and Possible Action Item]

a. Public comment

7. Update on grant sources [Discussion Item and Possible Action Item]

a. Public comment

8. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

9. Public Comment

10. Adjournment

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San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Paula Hamilton, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quance, Darryl Smaw, Dennis Stewart, Timothy Thole, Ed Wilkins, and Christine Wong Mineta

Public: Brigit Adamus, Melissa Daigle, Marina Levy, Marguerite Nowak, Debbie Odiye, Rick Smith, and Dana Woldow

Agenda Topic	Discussion	Action Item
1. Call to Order	2:34pm by Libby Albert, Chair of the Food Security Task Force (TF).	None
2. Approval of Minutes from January 4, 2006	Minutes from January 4, 2006 were unanimously approved with changes from Gail Priestley.	Christine Wong Mineta will make changes to the minutes and post.
3. Presentation of the San Francisco Unified School District's Student Nutrition Services.	Ed Wilkins, Interim Director of the San Francisco Unified School District (SFUSD) Student Nutrition Services, introduced Dana Woldow, Chair of the SFUSD Student Nutrition/Physical Activity Committee, and Marina Levy and Debbie Odiye, SFUSD Student Nutrition Services Supervisors. Mr. Wilkins distributed a packet which included answers to the TF's previously raised questions about the SFUSD's Student Nutrition Services, information on the meal application process, increasing student enrollment and participation in the National School Lunch Program, data used to identify Free/Reduced Lunch for school year 2004-05, an application for Free and Reduced-Price Meals in various languages, income eligibility guidelines, scope of services, SFUSD breakfast and lunch menu, a list of how the TF can help support healthy food in the SFUSD, as well as other related materials.	None
Guest Speaker: Ed Wilkins, Interim Director, Student Nutrition Services, San Francisco Unified School District	Mr. Wilkins reviewed the SFUSD Student Nutrition Services' responses to the TF's questions written on a handout he distributed. Some of the highlights include: <ul style="list-style-type: none"> There is limited knowledge about the school lunch program among parents who need it the most; these parents are the least likely to obtain information (i.e. fear, language barriers, stigma, etc.) Cafeteria employees are not recognized as part of the school culture Lack of cafeteria appeal- students leaving campus for lunch 	

San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Limited cooperation from school administrators (i.e. reduced staffing levels, competing priorities, etc.) Federal and State reimbursement rates are disproportionate to the cost of living in the Bay Area There was only a 1% variance of Free/Reduced % of Meal Application Forms submitted from 2004-2005 vs. 2005-2006. There was a 7% variance in the Meal Application Form Return Rate from 2004-2005 vs. 2005-2006. SFUSD entered into a new contract with a food producer which has resulted in new product development for K-8 meals. This producer will also be assisting in the breakfast program, particularly focusing on the elementary level. The SFUSD Student Nutrition and Physical Activity Committee suggests that the best way that any individual or agency can help support healthy and nutritious food for school children within the SFUSD is to work in cooperation with the existing SFUSD Nutrition Committee. They encourage interested parties to attend their meetings and get involved with the subcommittees working on various aspects of this issue. Operational and logistical issues as to why students are not having breakfast at school include: decrease in enrollment, not enough time, late buses, competition from outside vendors, lack of variety, etc. <p>Mr. Wilkins stated that 17 new dishes have been included in the SFUSD school menu. SFUSD is continuing to work on eliminating the sale of all food items containing trans fat and sodium. This has taken priority over providing a larger variety of foods to select from. Ms. Woldow stated that they have been able to eliminate crackers and cookies containing trans fat. Ms. Woldow noted that offering better quality food, along with the banning of sales of junk food and soda, immediately showed an improvement in fitness among SFUSD students.</p> <p>Mr. Wilkins, Ms. Woldow, Ms. Levy and Ms. Odiye also noted the following during their presentation:</p> <ul style="list-style-type: none"> While kitchens and cafeterias need to be enhanced, it is the school's decision 	

San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>whether or not to remodel it</p> <ul style="list-style-type: none"> As compared to other districts, SFUSD's 71% return rate probably compares fairly well to other inner city districts All materials distributed have been translated into other languages. Interpreters are also available at the schools. Parents often come in asking for help in completing applications The more applications collected, the more money a school receives SFUSD has the highest labor rates for food service workers in the nation. Labor is almost 50% of the budget and is increasing next year. The Department has been in a deficit for many years. Last year it was \$414,000. <p>Ms. Priestley noted that the Student Nutrition Policy needs continued support from all seven members of the Board of Education to keep good nutrition a priority.</p> <p>Daisy Anarchy suggested that members of the TF attend some of the Board of Education meetings when support from the TF would make a difference. Ms. Anarchy suggested that schools should consider incorporating free activities during the lunch hour (i.e. different student DJs on various days of the week) and include student art work in the cafeteria to make the environment more appealing.</p> <p>Anne Quintance inquired which days and food items were more popular than others for students to purchase meals at school. Mr. Wilkins stated that the SFUSD tracks participation by the meal. The most popular meal is chicken nuggets with tater tots.</p> <p>Timothy Thole asked if the SFUSD tracked pay rates. Mr. Wilkins stated that the free meals bring in more revenue than paid meals. The SFUSD gets \$2.34 for a free meal and \$.14 from the State, totaling \$2.48; for a paid meal, the SFUSD gets \$.24 from the Federal government, \$.00 from the State, and \$1.75 from elementary students and \$2.00 from the high school students.</p>	
	Public Comment: None	

San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>4. Presentation on <i>The Outreach Aisle: A Showcase of Cost-Effectiveness in Food Stamp Outreach Strategies</i></p> <p>Guest Speaker: Brigit Adamus, Congressional Hunger Fellow, Human Service Agency</p>	<p>Brigit Adamus presented an overview of her findings on the cost-effectiveness in Food Stamp outreach strategies. The goal of the study included improving community food security, increasing participation in the Food Stamp Program, and bringing Food Stamps to underserved populations. Ms. Adamus noted that able bodied adults without dependents are the highest recipients of Food Stamps in San Francisco. Approximately 47% of those eligible for Food Stamps do not receive benefits.</p> <p>Ms. Adamus described the lengthy process which often deters those that qualify from applying for Food Stamps, outreach strategies that have been implemented in San Francisco, and barriers that are being addressed. Outreach techniques highlighted included prescreening and application assistance, out-stationing eligibility workers, and media. Promising ideas discussed included: media campaign (Arizona), coordinated infrastructure (Alameda County), creative funding (New York State), and tracking (Washington State).</p> <p>Next steps Ms. Adamus recommended included:</p> <ol style="list-style-type: none"> 1. Designating a local leader for outreach 2. Developing a collaborative network 3. Continuing discussion of goals with community members, outreach leaders and the Department of Human Services 4. Selecting a balance of outreach activities and drafting a strategic plan 5. Securing federally matched reimbursement funds from the California Association of Food Banks 6. Establishing community Food Stamp resources (hotline, website, etc.) to facilitate outreach 7. Monitoring progress by tracking outreach outcomes and revising strategic plan as needed <p>Paula Hamilton inquired about the "Food Stamps in a Day" process. Leo O'Farrell responded that an organization will announce that participants can sign up for Food Stamps on a certain day. Volunteers from food and social service programs assist with outreach and processing applications. Most people come prepared with verification and</p>	None

San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>other required documentation. For most people, the process is pretty simple (i.e. there is not a lot of verification for the homeless), however the process can become complicated if there is a family, which requires verification of resources, income, citizenship, etc.</p> <p>Ms. Anarchy inquired about what changes could be made regarding the 7:30am or 1:30pm initial appointment times. Ms. Adamus said the process varies over time. Mr. O'Farrell added that there is an amazing demand for appointments. The staff makes sure to maximize their time every day, especially in times when clients miss their appointments. Food Stamp workers have caseloads up to 400 cases each. According to Mr. O'Farrell, caseloads have increased 76% over the past five years in San Francisco with no additional workers.</p> <p>The complete report will be available in March.</p> <p>Public comment:</p> <ul style="list-style-type: none"> • Melissa Daige suggested that we need to find ways that technology can help schools (i.e. automatic document submissions). 	
<p>5. Structural planning process of Task Force</p> <p>Facilitator: Rick Smith, Consultant to the Task Force</p>	<p>Rick Smith, Consultant to the Task Force, and the TF identified three subcommittees that captured areas of interest voiced by its members. TF members selected the following subcommittee(s) to participate on:</p> <p>Target Populations (Senior and Children Programs): Libby Albert, Daisy Anarchy, Paula Hamilton, Marina Levy (representing Ed Wilkins), and Timothy Thole</p> <p>Food Stamps: Daisy Anarchy, Leo O'Farrell, Anne Quantance, and Darryl Smaw</p> <p>Food Security Coordination: Gina Fromer, Maria LeClair, Gail Priestley, and Dennis Stewart</p>	

San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Mr. Smith asked that each subcommittee try to meet before the next TF meeting and come up with some preliminary goals and objectives that can be achieved in about one year. These will be shared with all TF members at the next meeting. Mr. Smith also asked each subcommittee to think about what the "strategic issues" are for each group. Each subcommittee was asked to designate a Chair/Point Person. Ms. Wong Mineta will not be able to attend all subcommittee meetings. Writing up agendas and minutes should be rotated among subcommittee members and forwarded to Ms. Wong Mineta for posting.</p> <p>Mr. Smith led the TF through an exercise that defined Outcomes and Methods.</p> <ul style="list-style-type: none"> • Outcomes: purpose, goals and objectives • Methods: strategies, programs and tasks/activities <p>Public comment: None</p>	<p>Ms. Wong Mineta will provide the TF with guidelines and rules for the subcommittees to abide by.</p>
<p>6. Letter in support of the reprioritization of funds to the Ryan White Care Act</p>	<p>Ms. Albert stated that the purpose of the letter was to recommend to the HIV Planning Council to keep food in Tier 1 so that the least amount of cuts will occur to nutrition programs that serve those living with HIV/AIDS.</p> <p>The TF briefly discussed whether or not they would be writing letters in support of other food security/nutrition related activities in the City and agreed that while it may not be the TF's primary purpose, the TF should continue to do it to raise awareness of food security/nutrition issues in the City (i.e. "Food Czar).</p> <p>Ms. Priestly made a motion to send a letter in support of the reprioritization of the Ryan White Care Act. Maria LeClair seconded the motion.</p> <p>Public comment: None</p>	<p>Ms. Albert will send the letter to the HIV Planning Council.</p>



San Francisco Food Security Task Force

Minutes from February 1, 2006

2:30pm-5:00pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Update on grant sources	<p>Ms. Priestly stated that there is a possibility that MAZON will fund some or all of the TF's facilitator fees, however the TF will not know until summer. Money would be dispersed through MAZON's discretionary funding cycle. If the TF receives funding, the San Francisco Food Bank and St. Anthony Foundation would be reimbursed.</p> <p>Ms. Priestly stated that the San Francisco Foundation will not fund a facilitator.</p> <p>Public comment: None</p>	None
8. Update on City nutrition programs	<p>Mr. O'Farrell stated that the USDA is sponsoring a pilot media campaign on Food Stamps from March 1-July. It will take place in a locations throughout California, particularly in the Bay Area. The campaign will consist of radio PSAs.</p> <p>Public comment: None</p>	None
9. Public Comment	None	None
10. Adjournment	<p>The TF agreed to move the time of their meetings to 1:30pm- 3:30pm on the first Wednesdays of each month due to a conflict of meeting times in Room 278 with another Task Force. The next meeting will be held on Wednesday, March 1 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 5:06pm.</p>	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, March 1, 2006 at 1:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

02-23-06P03.15 KCV

1. Call to Order

Libby Albert	Gail Priestley
Daisy Anarchy	Anne Quaintance
Gina Fromer	Darryl Smaw
Paula Hamilton	Dennis Stewart
Maria LeClair	Timothy Thole
Leo O'Farrell	Ed Wilkins
2. Approval of Minutes from February 1, 2006 [Discussion Item and Possible Action Item]
3. Food Security Task Force Subcommittees breakout sessions [Discussion Item and Possible Action Item]
 - A. *Food Security Coordination Subcommittee*
 - B. *Food Stamps Subcommittee*
 - C. *Target Populations Subcommittee*
 - a. Public comment
4. Report from Food Security Task Force Subcommittees [Discussion Item and Possible Action Item]
 - A. *Food Security Coordination Subcommittee*
 - B. *Food Stamps Subcommittee*
 - C. *Target Populations Subcommittee*
 - a. Public comment

5. Continue with structural planning process of Task Force. Facilitator: Rick Smith, Consultant to the Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
6. Locating additional funding for Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
7. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes from March 1, 2006
1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Paula Hamilton, Maria LeClair, Yonda Calloway (representing Leo O'Farrell), Gail Priestley, Anne Quaintance, Darryl Smaw, and Christine Wong Mineta

Public: Marguerite Nowak and Rick Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Libby Albert, Chair of the Food Security Task Force (TF).	None
2. Approval of Minutes from February 1, 2006	Minutes from February 1, 2006 were unanimously approved. Anne Quaintance made a motion to approve the minutes. The motion was seconded by Gail Priestley.	Christine Wong Mineta will post approved minutes.
3. & 4. Food Security Task Force Subcommittees breakout sessions and report back to full Task Force	<p>Rick Smith, consultant to the TF, asked the group to break out into their designated subcommittees to discuss the goals and strategic issues they will be working on and prepare to report back to the full TF.</p> <p>Ms. Albert stated that the USDA TF members are non-voting members of the TF, therefore they should not be included in the count of whether or not a quorum is reached.</p> <p>Food Security Coordination Subcommittee:</p> <p>The subcommittee met on February 28, 2006. The group would like to see an ongoing, regular body in City government that would bring a variety of expertise and perspectives to address food security issues in San Francisco. Some of the issues that this subcommittee will focus on include:</p> <ul style="list-style-type: none"> • Providing passionate, articulate leadership around food security • Annually updating San Francisco's food security strategic plan • Focusing on issues pertaining to select populations and areas of the City • Reviewing options and resources and identifying priorities • Evaluating and making adjustments, as needed 	



San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Specifically, the Food Security Coordination Subcommittee will focus on what the mandate of their proposed "body in City government" should be, who should be on this "body," and how it should function. This subcommittee will be looking at how it should be embedded into City government so it doesn't disappear. This subcommittee would also like to propose a City Charter Amendment and have a Commission created.</p> <p>Ms. Priestley stated that another group is working on similar issues to the Food Security Coordination Subcommittee. Ms. Albert and Ms. Priestley attended a meeting with the City Greening Project and the Mayor's Policy Office. Ms. Priestley stated that this other group is also trying to develop a food policy council focusing on sustainability issues, which is not something that the TF mandates. They will be focusing on an event on greening and physical activity in the middle of April, where they would like the Mayor to announce the creation of the food policy council. They were suggesting rather than having the Food Security Task Force duplicate the work, to have the TF's Food Security Coordination Subcommittee add on to theirs. However, due to their time frame and having enough time to bring the TF's ideas to the full committee, the Food Security Coordination Subcommittee to have their recommendations completed by March. San Francisco Food Systems is leading this effort. Ms. Priestley stated that she will continue to attend their meetings, and hopefully, someone from their group will be able to attend ours. Ms. Albert reminded the Food Security Coordination subcommittee that it is important to work on this effort together, even if not all of the areas focused on are the same.</p> <p>There will be a rotating point person for this subcommittee.</p> <p>3/28: Dennis, 10am-12pm (1530 Buchanan, YMCA) 4/4: Maria, 3pm-5pm (30 Van Ness, 2nd floor, Suite 260) 5/31: Gina, 3pm-5pm (1530 Buchanan) 6/6: Gail, 3pm-5pm (121 Golden Gate) 7/25: Dennis, 3pm-5pm (550 Kearney, 4th floor)</p> <p>Food Stamps Subcommittee: Items discussed at the first meeting on February 22, 2006 included:</p>	<p>The TF will invite someone to discuss what it takes to get an Amendment into the City Charter at a later date.</p>

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • Finding out how much current and potential participation there really is in the Food Stamp Program • Setting target goals by neighborhood and population • Prioritizing target populations (i.e. immigrants) • Identifying popular outreach strategies (i.e. media, website, pre-screening tools) • Proposing what community based organizations, other people, and the Department of Human Services can do in regards to outreach • Ensuring that the TF ends with a revenue, when the target goals are submitted <p>Darryl Smaw and Ms. Quaintance will be co-chairing. The subcommittee will meet the third Wednesday of each month at 2:00pm at the Mayor's Office of Community Development, 1 South Van Ness, 5th floor.</p> <p><u>Target Populations Subcommittee:</u> The subcommittee met on February 16, 2006 and identified the following as the purpose and goals of the group:</p> <ul style="list-style-type: none"> • Creating strategies to increase utilization of federal nutrition programs serving children and youth • Studying the possible effects of any cuts made to federal child nutrition programs and creating strategies to prepare for the cuts • Increasing awareness with school site personnel regarding the importance of good nutrition and its effect on the students' academic progress, general health and behavior with the goal of creating buy in from school sites • Studying existing nutrition programs and food security issues for seniors and developing strategies for ensuring adequate food from non-emergency sources • Studying issues with food acquisition and transportation and developing strategies for people in 'food deserts' to transport their food to their homes <p>The Target Populations Subcommittee reviewed their timeline with the TF. (See Target Populations Subcommittee unapproved minutes from February 16, 2006). The</p>	

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>subcommittee chose summer lunch, school breakfast, and seniors as their priorities.</p> <p>Ms. Quaintance suggested having Department of Aging and Adult Services (DAAS) or the Coalition of Agencies Serving the Elderly (CASE) come to present to the TF about what should be included in the TF's strategic plan regarding seniors since they are already conducting research on this issue.</p> <p>Ms. Albert stated that the Summer Lunch Program is half funded by the San Francisco Unified School District (SFUSD) and half funded by the Department of Children, Youth and their Families (DCYF). The SFUSD sponsors summer school sites and DCYF sponsors the majority of summer feeding sites. Ms. Quaintance raised the question of what the TF can do to help the school district provide better food and to keep school breakfast and lunch prioritized on the subcommittee's list. Ms. Albert stated that quality of food is linked to money, which is challenging due to high SFUSD labor costs. Daisy Anarchy reminded the group that society's pressure and availability of "junk food" also influences children's food choices, which proves challenging for parents, as well.</p> <p>Ms. Albert mentioned that there is a voluntary "round up" of PUC bills (water) in Santa Rosa and the money goes to after school programs. The TF may want to consider implementing something like that here to pay for improved school lunches.</p> <p>Ms. Albert will be the point person for this subcommittee. This subcommittee will meet the third Thursdays of each month from 12:30pm-2:30pm at the Department of Children, Youth and their Families, 1390 Market Street, Suite 900.</p> <p>Public Comment: None</p>	<p>The Target Populations Subcommittee will identify appropriate persons and invite them to present to the Task Force on their proposed recommendations for seniors.</p>

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>5. Continue with structural planning process of Task Force.</p> <p>Facilitator: Rick Smith, Consultant to the Task Force</p>	<p>Rick Smith discussed that the TF will need to work towards establishing a hierarchy of goals, objectives by year and strategies and activities related to the goals.</p> <p>The TF discussed what months constitute a calendar year and agreed that the strategic plan for the TF would be based on key strategic initiatives and decided to call the years: Year 1, Year 2 and Year 3.</p> <p>The TF also discussed funding priorities and agreed that they wanted the TF to continue with the same energy five years from now. The TF discussed releasing an annual plan and/or updates to the existing plan sometime in November in order to start implementation in July.</p> <p>Public Comment: None</p>	<p>Mr. Smith will provide the TF with a sheet that describes the planning process and describes what the TF needs to accomplish in order to begin the strategic plan.</p>
<p>6. Locating additional funding for Task Force</p>	<p>Ms. Albert posed the question to the TF of whether they wanted to try to locate additional funding to get assistance from Rick to write the report, etc.</p> <p>Mr. Smith mentioned that there are a specific number of funders that might fund "capacity building." He suggested looking into the SF Foundation or Hewlett-Packard Foundation.</p> <p>Public comment: None</p>	<p>Mr. Smith will provide the TF with a work plan with prices attached so the TF knows what amount to request from funders.</p>
<p>7. Update on City nutrition programs</p>	<p>Maria LeClair discussed the President's budget and that there will be a hearing on Food Stamps, which is targeted to be cut, in the next week. The House and Senate agreed on flat funding for WIC. Therefore, it is unclear who is going to conduct the nutrition education portion of WIC. WIC is going to start checking immigration status. It is likely that Food Stamps may absorb deeper cuts. Child nutrition programs will have at least a 10% cut in funding. Childcare funding has almost disappeared.</p> <p>Mr. Smaw stated that MOCD will be applying for the USDA grant, which is due April 3, 2006. He will make a presentation on MOCD's outreach plan at the March 15, 2006 Food Stamps Subcommittee meeting.</p>	<p>None</p>

San Francisco Food Security Task Force

Minutes from March 1, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Public comment: Marguerite Nowak stated that she attended the Food Research Action Center Conference recently which noted that the United States Congress approved a cut in the Commodity Supplemental Food Program (CSFP) caseload for 2006. The CSFP serves low income seniors on average of 10,500/month. The average age of a CSFP recipient is 73 with an income of \$750/month. President Bush has proposed to completely eliminate the CSFP in 2007. The President said that CSFP is a duplicate program, however seniors in California who receive SSI, can't receive Food Stamps. The food box is critical for most seniors. The value of the food box is \$50, however it only costs \$15 to produce.</p>	
8. Public Comment	<p>Public Comment: None</p>	None
9. Adjournment	<p>The next meeting will be held on Wednesday, April 5 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:26pm.</p>	None

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

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Public: Marguerite Nowak and Rick Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Libby Albert, Chair of the Food Security Task Force (TF).	None
2. Approval of Minutes from February 1, 2006	Minutes from February 1, 2006 were unanimously approved. Anne Quaintance made a motion to approve the minutes. The motion was seconded by Gail Priestley.	Christine Wong Mineta will post approved minutes.
3. & 4. Food Security Task Force Subcommittees breakout sessions and report back to full Task Force	<p>Rick Smith, consultant to the TF, asked the group to break out into their designated subcommittees to discuss the goals and strategic issues they will be working on and prepare to report back to the full TF.</p> <p>Ms. Albert stated that the USDA TF members are non-voting members of the TF, therefore they should not be included in the count of whether or not a quorum is reached.</p> <p><u>Food Security Coordination Subcommittee:</u> The subcommittee met on February 28, 2006. The group would like to see an ongoing, regular body in City government that would bring a variety of expertise and perspectives to address food security issues in San Francisco. Some of the issues that this subcommittee will focus on include:</p> <ul style="list-style-type: none"> • Providing passionate, articulate leadership around food security • Annually updating San Francisco's food security strategic plan • Focusing on issues pertaining to select populations and areas of the City • Reviewing options and resources and identifying priorities • Evaluating and making adjustments, as needed 	

San Francisco Food Security Task Force

Minutes from March 1, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Specifically, the Food Security Coordination Subcommittee will focus on what the mandate of their proposed "body in City government" should be, who should be on this "body," and how it should function. This subcommittee will be looking at how it should be embedded into City government so it doesn't disappear. This subcommittee would also like to propose a City Charter Amendment and have a Commission created.</p> <p>Ms. Priestley stated that another group is working on similar issues to the Food Security Coordination Subcommittee. Ms. Albert and Ms. Priestley attended a meeting with the City Greening Project and the Mayor's Policy Office. Ms. Priestley stated that this other group is also trying to develop a food policy council focusing on sustainability issues, which is not something that the TF mandates. They will be focusing on an event on greening and physical activity in the middle of April, where they would like the Mayor to announce the creation of the food policy council. They were suggesting rather than having the Food Security Task Force duplicate the work, to have the TF's Food Security Coordination Subcommittee add on to theirs. However, due to their time frame and having enough time to bring the TF's ideas to the full committee, the Food Security Coordination Subcommittee to have their recommendations completed by March. San Francisco Food Systems is leading this effort. Ms. Priestley stated that she will continue to attend their meetings, and hopefully, someone from their group will be able to attend ours. Ms. Albert reminded the Food Security Coordination subcommittee that it is important to work on this effort together, even if not all of the areas focused on are the same.</p> <p>There will be a rotating point person for this subcommittee. 3/28: Dennis, 10am-12pm (1530 Buchanan, YMCA) 4/4: Maria, 3pm-5pm (30 Van Ness, 2nd floor, Suite 260) 5/23: Gina, 3pm-5pm (1530 Buchanan) 6/6: Gail, 3pm-5pm (121 Golden Gate) 7/25: Dennis, 3pm-5pm (550 Kearney, 4th floor)</p> <p>Food Stamps Subcommittee: Items discussed at the first meeting on February 22, 2006 included:</p>	<p>The TF will invite someone to discuss what it takes to get an Amendment into the City Charter at a later date.</p>

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Finding out how much current and potential participation there really is in the Food Stamp Program Setting target goals by neighborhood and population Prioritizing target populations (i.e. immigrants) Identifying popular outreach strategies (i.e. media, website, pre-screening tools) Proposing what community based organizations, other people, and the Department of Human Services can do in regards to outreach Ensuring that the TF ends with a revenue, when the target goals are submitted <p>Darryl Smaw and Ms. Quance will be co-chairing. The subcommittee will meet the third Wednesday of each month at 2:00pm at the Mayor's Office of Community Development, 1 South Van Ness, 5th floor.</p> <p>Target Populations Subcommittee: The subcommittee met on February 16, 2006 and identified the following as the purpose and goals of the group:</p> <ul style="list-style-type: none"> Creating strategies to increase utilization of federal nutrition programs serving children and youth Studying the possible effects of any cuts made to federal child nutrition programs and creating strategies to prepare for the cuts Increasing awareness with school site personnel regarding the importance of good nutrition and its effect on the students' academic progress, general health and behavior with the goal of creating buy in from school sites Studying existing nutrition programs and food security issues for seniors and developing strategies for ensuring adequate food from non-emergency sources Studying issues with food acquisition and transportation and developing strategies for people in 'food deserts' to transport their food to their homes <p>The Target Populations Subcommittee reviewed their timeline with the TF. (See Target Populations Subcommittee unapproved minutes from February 16, 2006). The</p>	

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>subcommittee chose summer lunch, school breakfast, and seniors as their priorities.</p> <p>Ms. Quantance suggested having Department of Aging and Adult Services (DAAS) or the Coalition of Agencies Serving the Elderly (CASE) come to present to the TF about what should be included in the TF's strategic plan regarding seniors since they are already conducting research on this issue.</p> <p>Ms. Albert stated that the Summer Lunch Program is half funded by the San Francisco Unified School District (SFUSD) and half funded by the Department of Children, Youth and their Families (DCYF). The SFUSD sponsors summer school sites and DCYF sponsors the majority of summer feeding sites. Ms. Quantance raised the question of what the TF can do to help the school district provide better food and to keep school breakfast and lunch prioritized on the subcommittee's list. Ms. Albert stated that quality of food is linked to money, which is challenging due to high SFUSD labor costs. Daisy Anarchy reminded the group that society's pressure and availability of "junk food" also influences children's food choices, which proves challenging for parents, as well.</p> <p>Ms. Albert mentioned that there is a voluntary "round up" of PUC bills (water) in Santa Rosa and the money goes to after school programs. The TF may want to consider implementing something like that here to pay for improved school lunches.</p> <p>Ms. Albert will be the point person for this subcommittee. This subcommittee will meet the third Thursdays of each month from 12:30pm-2:30pm at the Department of Children, Youth and their Families, 1390 Market Street, Suite 900.</p> <p>Public Comment: None</p>	<p>The Target Populations Subcommittee will identify appropriate persons and invite them to present to the Task Force on their proposed recommendations for seniors.</p>

San Francisco Food Security Task Force

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>5. Continue with structural planning process of Task Force.</p> <p>Facilitator: Rick Smith, Consultant to the Task Force</p>	<p>Rick Smith discussed that the TF will need to work towards establishing a hierarchy of goals, objectives by year and strategies and activities related to the goals.</p> <p>The TF discussed what months constitute a calendar year and agreed that the strategic plan for the TF would be based on key strategic initiatives and decided to call the years: Year 1, Year 2 and Year 3.</p> <p>The TF also discussed funding priorities and agreed that they wanted the TF to continue with the same energy five years from now. The TF discussed releasing an annual plan and/or updates to the existing plan sometime in November in order to start implementation in July.</p> <p>Public Comment: None</p>	<p>Mr. Smith will provide the TF with a sheet that describes the planning process and describes what the TF needs to accomplish in order to begin the strategic plan.</p>
<p>6. Locating additional funding for Task Force</p>	<p>Ms. Albert posed the question to the TF of whether they wanted to try to locate additional funding to get assistance from Rick to write the report, etc.</p> <p>Mr. Smith mentioned that there are a specific number of funders that might fund "capacity building." He suggested looking into the SF Foundation or Hewlett-Packard Foundation.</p> <p>Public comment: None</p>	<p>Mr. Smith will provide the TF with a work plan with prices attached so the TF knows what amount to request from funders.</p>
<p>7. Update on City nutrition programs</p>	<p>Maria LeClair discussed the President's budget and that there will be a hearing on Food Stamps, which is targeted to be cut, in the next week. The House and Senate agreed on flat funding for WIC. Therefore, it is unclear who is going to conduct the nutrition education portion of WIC. WIC is going to start checking immigration status. It is likely that Food Stamps may absorb deeper cuts. Child nutrition programs will have at least a 10% cut in funding. Childcare funding has almost disappeared.</p> <p>Mr. Sinaw stated that MOCD will be applying for the USDA grant, which is due April 3, 2006. He will make a presentation on MOCD's outreach plan at the March 15, 2006 Food Stamps Subcommittee meeting.</p>	<p>None</p>

APPROVED**San Francisco Food Security Task Force**

Minutes from March 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Public comment: Margoite Nowak stated that she attended the Food Research Action Center Conference recently which noted that the United States Congress approved a cut in the Commodity Supplemental Food Program (CSFP) caseload for 2006. The CSFP serves low income seniors on average of 10,500/month. The average age of a CSFP recipient is 73 with an income of \$750/month. President Bush has proposed to completely eliminate the CSFP in 2007. The President said that CSFP is a duplicate program, however seniors in California who receive SSI, can't receive Food Stamps. The food box is critical for most seniors. The value of the food box is \$50, however it only costs \$15 to produce.</p>	
8. Public Comment	<p>Public Comment: None</p> <p>None</p>	None
9. Adjournment	<p>The next meeting will be held on Wednesday, April 5 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:26pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, April 5, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order
- | | |
|----------------|-----------------|
| Libby Albert | Leo O'Farrell |
| Daisy Anarchy | Gail Priestley |
| Melissa Daigle | Anne Quaintance |
| Gina Fromer | Darryl Smaw |
| Paula Hamilton | Dennis Stewart |
| Maria LeClair | Timothy Thole |
| Marina Levy | |
2. Approval of Minutes from March 1, 2006 [Discussion Item and Possible Action Item]
3. Overview of planning framework for strategic plan. Facilitator: Rick Smith, Consultant to the Task Force [Discussion Item and Possible Action Item]
- a. Public comment
4. Food Security Task Force Subcommittees breakout sessions [Discussion Item and Possible Action Item]
- A. *Food Security Coordination Subcommittee*
- B. *Food Stamps Subcommittee*
- C. *Target Populations Subcommittee*
- a. Public comment

5. Report from Food Security Task Force Subcommittees [Discussion Item and Possible Action Item]
 - A. *Food Security Coordination Subcommittee*
 - B. *Food Stamps Subcommittee*
 - C. *Target Populations Subcommittee*
 - a. Public comment
6. Strategic plan and WIC and CACFP [Discussion Item and Possible Action Item]
 - a. Public comment
7. Food Security Task Force Letterhead [Discussion Item and Possible Action Item]
 - a. Public comment
8. Locating additional funding for Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
9. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
10. Public Comment
11. Adjournment

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

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San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Melissa Daigle, Gina Fromer, Paula Hamilton, Maria Leo O'Farrell, Gail Priestley, Anne Quintance, Darryl Sinau, Dennis Stewart, and Christine Wong Mineta

Public: Paula Jones, Sradha Mehta, Gail Myers, and Rick Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:36pm by Libby Albert, Chair of the Food Security Task Force (TF).	None
2. Approval of Minutes from March 1, 2006	Minutes from March 1, 2006 were unanimously approved with one change from Gina Fromer. Leo O'Farrell moved to approve the minutes, which were seconded by Ms. Fromer.	Christine Wong Mineta will post approved minutes.
3. Overview of planning framework for strategic plan	Rick Smith proposed that each subcommittee include a goal statement (a broad outcome), strategies (1-3 long range, methodological approaches to achieving the goal), recommendations, resource requirements, and resources for the strategic plan. Gail Priestley also suggested adding a 1-2 page introduction that gives some context (i.e. utilization rate of school breakfast program). Mr. Smith stated that the more detailed and specific the plan is, the more likely it is that something will actually happen.	Mr. Smith will provide the TF with a one page outline of how to format each subcommittee's component plan for the overall strategic plan.
Facilitator: Rick Smith, Consultant to the Task Force	<p>Additional comments included the following:</p> <ul style="list-style-type: none"> Mr. O'Farrell reflected on a hearing held by the Board of Supervisors over a year ago where Supervisor Maxwell stated that she wanted accountability of how programs achieved their goals. The report should be specific, whereby the TF is held accountable. Ms. Albert reminded the TF that the document needs to be presented to the Board of Supervisors by November 2006. Anne Quintance recommended a 3 year plan. Dennis Stewart stated he favored direct outcomes, not just process outcomes. Mr. Smith stated that each subcommittee should develop their own component. Someone will be designated to consolidate the report. 	

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • Melissa Daigle suggested that the Food Stamp portion of the strategic plan actually be a plan, not just recommendations. The plan can later be presented for funding through the FNS. • Daisy Anarchy agreed that the TF should recommend a concrete action plan, since without commitment, recommendations can just sit on a shelf. • Mr. Stewart stated that some items need institutional structure to ensure the recommendations happen and that money is appropriated to manage the effort. • Ms. Quaintance stated that some items need Board of Supervisor buy in and/or approval. <p>The TF proposed the following timeline to produce the strategic plan:</p> <ul style="list-style-type: none"> June- draft of subcommittee's component plans complete July- final draft of component plans August- consolidate and circulate plan September/October- obtain comments and revise plan November- propose plan <p>Ms. Albert suggested reviewing the <i>Healthy Nutrition and Physical Activity for San Francisco's Children</i> recommendations included in the TF binder as a sample plan. Ms. Wong Mineta suggested also looking at the <i>Asthma Task Force Strategic Plan</i>.</p> <p>Ms. Quaintance suggested reminding the group what they said they agreed to do before the minutes get distributed.</p> <p>Public Comment:</p> <ul style="list-style-type: none"> • Gail Meyers stated that she is the manager of the Bay View Hunter's Point Farmers' Market. • Shradha Mehta stated that she is with the Department of the Environment and works with Ms. Meyers on the Bay View Hunter's Point Farmers' Market and with the Environmental Justice Program. • Paula Jones inquired as to how the TF has looked at the definition of food 	<p>All TF members should come to the next full TF meeting prepared with a list of who we should distribute the strategic plan to for feedback.</p> <p>Ms. Wong Mineta will forward a copy of the Asthma Task Force strategic plan to the TF as another example of a strategic plan.</p> <p>Ms. Wong Mineta will send an e-mail reminder with "action items" to the entire TF.</p>

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>4. Food Security Task Force Subcommittees breakout sessions &</p> <p>5. Report from Food Security Task Force Subcommittees</p>	<p>security and if a broader definition is used to guide the planning process. Ms. Jones stated that the TF ordinance has a more progressive definition of food security.</p> <ul style="list-style-type: none"> Ms. Meyers inquired if there was a long term City and County plan that the TF can tack on existing items to reduce repeating what's already been done. The plan would then remain the same regardless if the administration changes. The TF may also want to identify needs in the community and what's already happening that is successful (i.e. EBT use at Farmers' Markets assisting families obtain fresh food). <p>The TF broke out into their subcommittees, and then reported back on their progress.</p> <p>Food Security Coordination Subcommittee:</p> <p>Maria LeClair stated that their subcommittee met on April 4, 2006 to discuss possible recommendations. The draft recommendations included the following to be added to the City Charter</p> <ol style="list-style-type: none"> 1) <i>Office of Food Security</i> be established at the Mayor's Office funded by the City (2.0 FTE: Director of Food Security and an Administrative Support position) to oversee and coordinate the <i>Food Security Coordination Council</i> 2) <i>Food Security Coordination Council</i> (an on-going body) be established with one appropriate representative appointed from each of the following offices: the Mayor's Office, the Board of Supervisors, and the Board of Education. In addition, one representative from the following will also participate on the Council: Department of Children, Youth and Their Families, Food Bank, Human Services Agency, Women, Infants and Children (WIC) Supplemental Nutrition Program, 2 Community Based Organizations, and an USDA representative 3) A joint public announcement by the Mayor, the Board of Supervisors, and the Board of Education committing the City and County to food security in San Francisco 4) The <i>Office of Food Security</i> and <i>Food Security Coordination Council</i> will perform ongoing assessments of food security, update the strategic plan approved by the 	

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Mayor, the Board of Supervisors, and the Board of Education, and do semi-annual report on implementation of plan</p> <p>5) "The <i>Food Security Coordination Council</i> will also provide general advice and assistance to the Mayor's Office, the Board of Supervisors, and the Board of Education with regards to funding priorities, legislative action, and city policies on addressing hunger and enhancing the food security of San Francisco residents in addition to any other issues within the <i>Food Security Coordination Council's</i> expertise"</p> <p>Mr. O'Farrell inquired if other jurisdictions in the United States have developed an office like this, since the TF may be able to cite them. Ms. Fromer responded by stating that there are several examples where groups are commissioned by the government, the Mayor, and Boards (i.e. Seattle, Toronto, etc.)</p> <p>Ms. Quaintance suggested considering including individuals from the private sector for the Food Security Coordinating Council. Ms. Daigle added that the group may also want to consider adding grocery retailers.</p> <p>Food Stamps Subcommittee:</p> <p>Mr. O'Farrell reported that their subcommittee is recommending applying for USDA grants. The group discussed the need to revolutionize Food Stamps in San Francisco. There are about 3-4 offices that one can apply for Food Stamps, and one main office, but this doesn't meet the needs of all food insecure San Franciscans.</p> <p>The Food Stamp Subcommittee suggests the following</p> <ol style="list-style-type: none"> 1) Going to CBO and faith based partners to train them, get buy-in and support, and give them tools they need to provide enrollment assistance for Food Stamps (i.e. St. Anthony model). 2) Mail application option, Phone interviews or customized face-to-face interviews. The application can be started over the phone. 3) A web screener and a portal for web-based users to apply for food stamps. In 	

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>addition, the web would provide support to CBOs and Food Stamp workers to do their job more effectively.</p> <p>Basically these approaches would take the Food Stamp Program out of the office and bring it into the larger community.</p> <p>Target Populations Subcommittee:</p> <p>Ms. Albert reported that their subcommittee chose to focus on primarily summer lunch at their most recent meeting and will focus on school nutrition (breakfast & lunch) at their following meeting.</p> <p>The subcommittee discussed the following about summer lunch during their meeting:</p> <ol style="list-style-type: none"> 1) The group looked at the map of where summer lunch sites were located last summer. Gaps were identified in approximately 4-5 parts in the City where kids had to walk 2 miles to obtain a summer lunch. The subcommittee wants to create new sites where these gaps exist. 2) Increase capacity at the existing sites and get the word out to get more kids enrolled during the summer. Some strategies they propose include: <ul style="list-style-type: none"> • Partner with Rec & Park Department to target gaps in the summer lunch program • Market program more- create a brand/logo that is recognizable as summer lunch. Banners with the logo for the sites. • Let families know where the sites are. Libby is working with the Food Bank in creating a multi-lingual flyer which will be distributed at Rec centers, pantries, libraries, etc. All sites will be listed on the inside of the flyer. Flyers will be sent home with all school children. • The Food Bank is assisting with public service announcements. • The subcommittee is working with HelpLink, where people can call and find out where summer lunch programs are. • DCYF is partnering with the Examiner to publish a 1 page informational sheet on summer lunch and where the sites are located. 	

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Next summer the subcommittee wants to pilot a seamless waiver at summer school sites (elementary, middle and high school) Monitors will circulate door hangers or 1/4 sheet flyer to door steps in neighborhoods where a summer lunch site is located. <p>Mr. O'Farrell stated that special populations are threatened (i.e. Commodity Supplemental Food Program). We should make sure the whole spectrum of food security (i.e. Meals on Wheels, CSFP, etc.) is covered.</p> <p>The Target Populations Subcommittee has eight programs to cover, therefore in order to come up with something of substance, they had to prioritize what they were doing. The subcommittee instead will invite people to talk about the senior nutrition programs and offer possible recommendations at our next meeting. Ms. LeChair will offer recommendations for WIC.</p> <p>Ms. Priestley suggested that even if the group is not able to fully cover a certain population, it can be included in the strategic plan and indicated that the program is not fully covered. Mr. O'Farrell stated to include disabled, homebound seniors and homeless in addition to the group's recommendations for seniors and kids. Mr. O'Farrell suggested that the TfF also review the Homeless Department's 10 year plan.</p> <p>Public Comment: None</p>	<p>Mr. O'Farrell will track legislation on Food Stamp issues where the TfF may be able to be influential.</p> <p>Ms. Priestley will circulate the California Hunger Action Coalition's legislative agenda for this year for the TfF to review the bills for possible recommendations.</p> <p>Daisy Anarchy will ask an advocacy organization for the homeless or homebound for food security recommendations.</p> <p>Mr. O'Farrell will follow up with his contact at the Homeless Department to get recommendations on the homeless.</p>

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Strategic plan and WIC and CACFP	<p>The TF agreed to add homeless and homebound to their list of special populations and will make sure that recommendations are included for these groups. The TF briefly discussed including transportation issues, particularly for seniors in transporting food.</p> <p>Ms. Daigle reminded the TF to keep immigrants in mind, especially those that are undocumented. Ms. Anarchy referred to the Food Assessment to point out that the highest populations eligible for food stamps who aren't getting them are the areas where there are the highest immigrant populations (District 9, the Mission, and District 3). The TF discussed the fear of checking immigrant status, therefore preventing many immigrants from applying for food programs. Ms. Daigle stated that the USCIS needs to be part of the discussion of immigrants and applying for Food Stamps.</p> <p>Public Comment: None</p>	<p>Ms. LeClair will give recommendations for WIC.</p> <p>Ms. Albert will work with CACFP on recommendations.</p> <p>Ms. Anarchy and Ms. Priestley will work on recommendations for the homeless.</p>
7. Food Security Task Force Letterhead	<p>Ms. Wong Mineta presented two drafts of a TF letterhead for the group to review. The TF voted on the two drafts and one was selected (VOTE: 4 to 3). The TF decided that the letterhead would only be used by vote of the TF, and signed by the Chair.</p> <p>Public Comment: None</p>	None
8. Locating additional funding for Task Force	This item was deferred to the next meeting.	None
9. Update on City Nutrition Programs	<p>The TF discussed an article in the newspaper that referred to the President's statement that people can't get Food Stamps. In California and San Francisco, people who get CSFP and on SSI can't get Food Stamps; only people who just receive SSI can get CSFP. There are approximately 75,000 people in San Francisco receiving SSI and 10,600 receiving CSFP boxes 1 time a month (approximately 90% are seniors). The CSFP consists of a 30 lb. box of food, which retails for about \$50.</p> <p>The cuts come from the 1% discretionary funds. There is \$0 slated for 2007. For the</p>	

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>past couple of weeks, the Food Bank has conducted media and letter campaigns, mailed sample letters to Congressmen, wrote a perspective piece, partnered with other groups, and wrote a letter to the Chair of the Agricultural Appropriations Committee.</p> <p>The Food Bank will now distribute 9,271 boxes and will not sign up any new participants. They also stopped autodialing people to remind them to pick up their box. There is more information on the Food Bank's website.</p> <p>Ms. Albert highlighted a pilot program in the Bay View district to deliver produce to them. This is a joint venture with Chris Mittelstaedt from FruitGuys and Girls2000. Mr. Mittelstaedt is mentoring the six girls by helping them get their business license and set up a business plan. The girls will start their deliveries next month. Mr. Mittelstaedt will purchase the food and pass it off to them. The bags will contain about \$15 of fruit, which will be sold for \$10. After the pilot program is completed and expanded, citizens can sponsor a bag delivery to a family. This pilot provides new businesses for youth.</p> <p>Ms. Anarchy stated that San Francisco City College has a program called Hearts Homeless At Risk in Transitional Students. They give food cards (like EBT cards) that are good for the school cafeteria. City College has a food school where they have excellent, healthy food for cheap. The food cards for the students go a long way, however the program is under funded. There is more of a need then they are able to provide.</p> <p>Mr. O'Farrell stated that the PSAs on Food Stamps are going well. The office receives about 10-12 more calls a day. The office conducts a quick 5 screen questionnaire. Often when seniors call, they learn that they don't qualify because they are on SSI.</p> <p>Public Comment: None</p>	<p>Ms. Anarchy will draft a letter on behalf of the TF in support of the Hearts Homeless At Risk in Transitional Students program and bring it to the next TF meeting for comments.</p>
10. Public Comment	None	None

San Francisco Food Security Task Force

Minutes from April 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
11. Adjournment	<p>The next meeting will be held on Wednesday, May 3, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:21 pm.</p>	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, May 3, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Melissa Daigle
Gina Fromer
Paula Hamilton
Maria LeClair
Marina Levy

Leo O'Farrell
Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole

2. Approval of Minutes from April 5, 2006 [Discussion Item and Possible Action Item]

3. Presentations on senior nutrition and recommendations to the Task Force. Guest Speakers: Linda Lau, Department of Aging and Adult Services and Sima Dahi. Meals on Wheels [Discussion Item and Possible Action Item]

a. Public comment

4. Updates from Food Security Task Force Subcommittees [Discussion Item and Possible Action Item]

- A. Food Security Coordination Subcommittee
- B. Food Stamps Subcommittee
- C. Target Populations Subcommittee

a. Public comment

5. Strategic plan and Women, Infants, and Children (WIC) Supplemental Nutrition Program and Child and Adult Care Food Program (CACFP) [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion of the strategic plan: delegating responsibilities [Discussion Item and Action Item]
 - a. Public comment
7. Locating additional funding for Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
8. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
9. Public Comment
10. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

DOCUMENTS DEPT.

SPECIAL MEETING

Wednesday, May 3, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA AMENDED

1. Call to Order
- | | |
|----------------|-----------------|
| Libby Albert | Leo O'Farrell |
| Daisy Anarchy | Gail Priestley |
| Melissa Daigle | Anne Quaintance |
| Gina Fromer | Darryl Smaw |
| Paula Hamilton | Dennis Stewart |
| Maria LeClair | Timothy Thole |
| Marina Levy | |
2. Approval of Minutes from April 5, 2006 [Discussion Item and Possible Action Item]
3. Presentations on senior nutrition and recommendations to the Task Force. Guest Speakers: Linda Lau, Department of Aging and Adult Services and Sima Dahi, Meals on Wheels [Discussion Item and Possible Action Item]
- a. Public comment
4. Updates from Food Security Task Force Subcommittees [Discussion Item and Possible Action Item]
- A. Food Security Coordination Subcommittee
- B. Food Stamps Subcommittee
- C. Target Populations Subcommittee
- a. Public comment

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5. Strategic plan and Women, Infants, and Children (WIC) Supplemental Nutrition Program and Child and Adult Care Food Program (CACFP) [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion of Task Force roles and responsibilities [Discussion Item and Action Item]
 - a. Public comment
7. Discussion of the strategic plan: delegating responsibilities [Discussion Item and Action Item]
 - a. Public comment
8. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
9. Public Comment
10. Adjournment

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San Francisco Food Security Task Force

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Melissa Daigle, Paula Hamilton, Maria LeClair, Marina Levy, Leo O'Farrell, Gail Priestley, Anne Quaintance, Darryl Snaw, Dennis Stewart, and Christine Wong Mineta

Public: Diana Jensen, Linda Lau, Marguerite Nowak, Delilah Raybee, Rick Smith, and Meredith Terrell

Agenda Topic	Discussion	Action Item
1. Call to Order	1:40pm by Libby Albert, Chair of the Food Security Task Force (TF)	None
2. Approval of Minutes from April 5, 2006	Minutes from April 5, 2006 were unanimously approved with changes from Leo O'Farrell. Mr. O'Farrell moved to approve the minutes, which were seconded by Anne Quaintance.	Christine Wong Mineta will post approved minutes.
3. Presentation on senior nutrition and recommendations to the Task Force.	Linda Lau presented an overview of senior nutrition programs in San Francisco, highlighted how they performed over the last two years, and gave recommendations on senior nutrition. Ms. Lau stated that the Department of Aging and Adult Services (DAAS) receives funding from the Federal and State, as well as local money, to provide meals to seniors (anyone who is 60+ years or older). Suggested meal donations are not higher than \$1.50.	Ms. Lau will provide Libby with a sheet detailing her presentation and numbers.
Guest Speaker: Linda Lau, Department of Aging and Adult Services	DAAS currently funds 13 contractors throughout the City. There are a total of 49 meal sites located in such places as churches, recreation centers, senior centers, etc. Last year, on average, 3,200 hot meals were served daily; annually, it reached close to about 800,000 meals. In 2006, the number of daily meals has increased to 3,176 meals; annually, 825,166 meals were contracted.	Anne Quaintance and Dennis Stewart will coordinate a one time meeting focused on senior issues and recommendations in the next two weeks. Ms. Quaintance will send an agenda to Ms. Wong Mineta to post.
	In 2005, 2,619 seniors were denied a meal. So far in 2006, 1,500 meals were denied. Ms. Lau stated these numbers are grossly undercounted.	
	Home delivered meals, which are served to seniors who are home bound or cannot come to a meal center, averaged 2,749 meals served daily last year. This year, 2,846 meals are served daily on average. Last year the contracted amount of meals was	

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APPROVED

San Francisco Food Security Task Force

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>866,043; this year the number is 841,776. A centralized intake referral for home delivered meals reveals that there are 224 people waiting on the list for meals to date. Last year the annual meal number showed that 92,856 meals were denied.</p> <p>Ms. Lau stated that DAAS does not use commodities. They receive about 59 cents per meal. Many seniors use the Food Bank to stretch their dollars. The following providers also deliver meals to homebound seniors: Russian America (approximately 50 meals per day), Self Help for the Elderly (approximately 120 meals per day), Central Latino (approximately 88 meals per day), Jewish Family Community Center (approximately 45-50 meals per day), On Lok (approximately 100-150 per day), and Western Addition (approximately 80-100 meals per day). There is a continued demand for home delivered meals. The average donation is 32 cents for home delivered meals.</p> <p>Using the 2000 Census data, it is estimated that for seniors who are 65 years and older at an income of 150% of the federal poverty level, there is estimated 27,159 people in need of free or reduced price food.</p> <p>In regards to recommendations, DAAS suggests:</p> <ol style="list-style-type: none">1. Increase funding for home delivery service, due to the long waiting lists2. Increase staffing, it is not adequate to meet the needs of providing 2 meals a day3. Continue and increase funding for congregate program, which provides meals and socialization <p>Ms. Lau stated that DAAS also serves adults with disabilities, however currently there is no money to do it. DAAS is in process of conducting an 18 month pilot program and will share the report once it's completed. They are working with the Mayor's Office on Disability and the Independent Living Resource Center.</p> <p>Public Comment:</p> <ul style="list-style-type: none">• Meredith Terrell, Program Manager from the San Francisco Food Bank, stated that in addition to the City funded programs, there are other non-profit agencies working with the Food Bank to provide meals to seniors. The Brown Bag	

San Francisco Food Security Task Force

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>program serves seniors with disabilities at 32 sites, four of which are funded by the City. The Food Bank currently distributes 10,209 boxes of food to seniors through the Commodity Supplemental Food Program. When faced with having to meet other needs, one of the first things to go for seniors is food. Once a month the produce pantries offer USDA commodities.</p> <ul style="list-style-type: none"> Dana Jensen, Planning Analyst from the Human Services Agency, is currently working on a needs assessment for DAAS. The needs assessment, which will highlight the landscape of food security in San Francisco, should be released in August. <p>NOTE: Sima Dahi from Meals on Wheels was scheduled to also present, however she could not make it due to other pressing obligations.</p>	
4. Updates from Food Security Task Force Subcommittees	<p>The TF agreed to post their unapproved minutes on the website and would read them for updates on the subcommittees.</p> <p>Public Comment: None</p>	<p>Subcommittees will send all minutes (approved and unapproved) currently not posted on the DPH website to Ms. Wong Mineta for posting.</p>
5. Strategic plan and Women, Infants, and Children (WIC) Supplemental Nutrition Program and Child and Adult Care Food Program (CACFP)	<p>Maria LeClair, Nutrition Services Director, reported that in San Francisco, the Women, Infants, and Children (WIC) Supplemental Nutrition Program served 16,000 participants per month in 5 locations. WIC is not an entitlement program, therefore every year they need to request their budget. WIC serves pregnant women, breastfeeding women (up to 1 year), post-partum women (up to six months), infants (0-1 year), and children up to 5 years. WIC serves 185% of poverty level. There are four primary benefits of WIC: breastfeeding promotion and support, nutrition education, access and referral to health/social services, and nutritious supplemental foods.</p> <p>The goals of the program are to:</p> <ul style="list-style-type: none"> reduce complications of pregnancy 	<p>WIC recommendations will be included in the strategic plan.</p>

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San Francisco Food Security Task Force

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none">• reduce iron deficiency anemia• decrease the prevalence of low-birth weight infants• promote optimum growth and development of infants and young children <p>Even though WIC enjoys bipartisan support, it is facing proposed dramatic cuts. It has been proposed by the Administration to cap Nutrition Services funding at 25%, to cap Medicaid adjunctive eligibility at 250%, and require a State Match in fiscal year 2008. These proposed cuts, if approved by Congress, would reduce the WIC budget by \$152 million and would cut from the program 850,000 participants nationwide. If the State match were to go into effect, an additional \$250 million would be cut from the program and 1.5 million participants could potentially lose Nutrition Services benefits nationwide. WIC has proven that it works and has saved the federal budget by saving tax payers over \$23 billion in food dollars since 1989 through cost containment by implementing food rebates. In addition, WIC has saved hundreds of millions of dollars in health care costs.</p> <p>Therefore, the WIC Program recommends that the Board of Supervisors should:</p> <ol style="list-style-type: none">1. Insure (via local funds) that the WIC program has adequate staffing to serve eligible populations, in order to insure and maintain quality WIC nutrition education and services for a high risk population.2. Direct the City's lobbyist in Washington D.C. to advocate for adequate WIC funding at the Federal level in the coming years, and for a reformed and healthier WIC Food Package, as recommended by the Institute of Medicine.3. If federal WIC cuts occur, direct the City's lobbyist in Sacramento to advocate for state funds to make WIC whole.4. Advocate at the Federal level for parity for high cost of living areas (this would be during the next WIC Reauthorization, in four years) <p>Recommendations for the CACFP have been postponed to the next meeting.</p>	
	Public Comment: None	

San Francisco Food Security Task Force

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>6. Discussion of Task Force roles and responsibilities</p>	<p>Ms. Albert informed the TF that as of May 2006, she will be resigning as Chair of the TF due to increased workload with the summer programs. Ms. Albert stated that Connie Chan, Supervisor Sophie Maxwell's Aide, suggested rotating leadership among the TF to reduce burnout. Ms. Albert requested that any interested parties who may want to resume the Chair position to contact her.</p> <p>Gail Priestley expressed her concern that the Chair or Vice-Chair be knowledgeable about all forms of (preferably also having experience in) City government.</p> <p>Public Comment: None</p>	<p>Ms. Albert will send out an e-mail to the TF with bullet points of duties as Chair.</p>
<p>7. Discussion of the strategic plan: delegating responsibilities</p> <p>Facilitator: Rick Smith, Consultant to the Task Force</p>	<p>Rick Smith referred to the planning framework outline that was distributed to the TF and asked the TF members for feedback. The framework included the following categories:</p> <ul style="list-style-type: none"> • Goal statement • Under each goal: 1-3 objectives • Primary strategy (or strategies) • For each strategy: resources required to implement • Indicators of success <p>Mr. Smith said to try to focus on impact objectives rather than process outcomes, although it is ok to include some, too.</p> <p>Ms. Quaintance stated that the Food Bank's grant writer will look for additional funding for someone to assist the TF in writing up the strategic plan.</p> <p>Mr. O'Farrell expressed his concern to get the strategic plan in a draft format and get buy in before we present the report to the Board of Supervisors.</p> <p>Public Comment: None</p>	<p>Ms. Quaintance will report back at the next TF meeting on whether the Food Bank's grant writer was able to pursue additional funding for assistance in writing the strategic plan.</p> <p>Each subcommittee will provide 25 paper copies of their draft recommendations and be prepared to present their recommendations to the TF at the July meeting.</p>

APPROVED**San Francisco Food Security Task Force**

Minutes from May 3, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Update on City nutrition programs	This item was deferred to the next meeting.	None
9. Public Comment	Public Comment: None	None
10. Adjournment	The next meeting will be held on Wednesday, June 7, 2006 from 1:30pm-3:30pm at City Hall in Room 278. Ms. Albert adjourned the meeting at 3:29pm.	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, June 7, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Melissa Daigle
Gina Fromer
Paula Hamilton
Maria LeClair
Marina Levy

Leo O'Farrell
Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole

2. Approval of Minutes from May 3, 2006 [Discussion Item and Possible Action Item]

3. Presentation of proposed recommendations from Food Security Task Force Subcommittees [Discussion Item and Possible Action Item]

- A. *Food Security Coordination Subcommittee*
- B. *Food Stamps Subcommittee*
- C. *Target Populations Subcommittee*

a. Public comment

4. Women, Infants, and Children (WIC) Supplemental Nutrition Program and Child and Adult Care Food Program (CACFP) Recommendations [Discussion Item and Possible Action Item]

a. Public comment

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5. Discussion of the strategic plan: delegating responsibilities [Discussion Item and Action Item]
 - a. Public comment
6. Nominations and vote for new Chair [Discussion Item and Action Item]
 - a. Public comment
7. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes from June 7, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

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Task Force Members: Libby Albert, Daisy Anarchy, Paula Hamilton, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, Timothy Thole, and Christine Wong Mineta

Public: Connie Chan, Straddha Mehra, Marguerite Nowak, Leah Rmkus, and Rick Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:43pm by Libby Albert, Chair of the Food Security Task Force (TF). Melissa Daigle is no longer with the USDA.	Remove Ms. Daigle from the TF roster and other documents.
2. Approval of Minutes from May 3, 2006	Minutes from May 3, 2006 were unanimously approved with no changes. Mr. O'Farrell moved to approve the minutes, which were seconded by Anne Quintance. Rick Smith, consultant to the TF, facilitated this meeting and asked the group for allowance to rearrange the agenda. There were no objections.	Christine Wong Mineta will post approved minutes.
3. Nominations and vote for new Chair	Ms. Albert reiterated that she must resign as Chair of the Food Security Task Force due to other project demands. Ms. Albert stated that Ms. Quintance expressed interest in the role as Chair and nominated her for this position. Gail Priestley seconded the motion. There were no other nominations. 7 Yes votes; 0 No votes. Ms. Quintance accepted the nomination as Chair. The TF commended Ms. Albert for her work as Chair. Ms. Albert stated that the TF may be electing a new Vice-Chair at the next meeting.	Ms. Quintance is the new Chair of the Food Security Task Force, effective immediately.
4. Update on City nutrition programs	Public Comment: None Mr. O'Farrell stated that the Food Stamp Program has filed a grant application to improve access to the Food Stamp Program with the USDA. The grant is based on: 1) Community Based Organizations (CBOs) helping people apply for Food Stamps, 2) phone presence where people can get served over the phone more quickly and better, as well as apply for Food Stamps and get screened, and 3) web presence where people can get screened for Food Stamp eligibility and apply for them over the web. These	

San Francisco Food Security Task Force

Minutes from June 7, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>three interlinking strategies complement and support each other to combat the City's contrasts of extreme wealth and poverty. A lot of people are struggling with the City's high cost of living, newcomers, geographic isolation, etc.</p> <p>CBOs that were written into the grant as partners include: Supervisor Sophie Maxwell, Mayor Gavin Newsom, Director of the Department of Health and Human Services, Cecil Williams from Glide, Father John from St. Anthony Foundation, North East Medical Services, Self Help for the Elderly, Project Open Hand, Food Bank, and the Homeless Advocacy Project. Ms. Quaintance stated that parts of this grant will be incorporated into the Food Stamp Subcommittee's goals and strategies.</p> <p>Ms. Albert displayed the banner for Summer Lunch and stated that they will be distributed to summer lunch sites. The banners were \$27 each and are being distributed statewide. Currently the banners are in English and Spanish, however a sticker in Chinese will be developed to place on the banner.</p> <p>Public Comment:</p> <ul style="list-style-type: none"> • Paula Jones stated that Russian is also needed on the Summer Lunch banners 	<p>Contact Ms. Albert if you are interested in obtaining a banner.</p>
<p>5. Presentation of proposed recommendations from Food Security Task Force Subcommittees & WIC and CACFP Recommendations</p>	<p>Draft recommendations (see recommendations attached for full list of recommendations) were reported for all three of the subcommittees. Changes to made to the recommendations are as follows:</p> <p>Food Security Coordination Subcommittee's recommendations (presented by Ms. Priestley): (See notes attached)</p> <ul style="list-style-type: none"> • Comment on Recommendation #1: get buy in from the Mayor and the Board of Education prior to having them sign on to the plan. • Comment on Recommendation #2: include footnotes referring to other models around the nation; include 3 FTEs (also a grant writer to assist with all areas of food security, including writing grants for the school district and researching what opportunities are available). • Comments on Recommendation #3: The Mayor's Office should include the 	<p>Each subcommittee should consider revising their recommendations based on suggestions and comments made by TF members. Revised recommendations will be presented at the next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from June 7, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Mayor's Office on Community Development; the USDA Representatives will be a non-voting member; include San Francisco Food Systems; change the number of Community Based Organizations from 2 to 4.</p> <ul style="list-style-type: none"> • Comments on Recommendation #4: get buy in from the Mayor's Office since another Food Systems Working Group has been formed and is working on similar issues • Comments on Recommendation #5: add "including funding strategies," at the end of the sentence. • Comments of Recommendation #6: include "and other City departments working with Food Security issues" after Board of Education; also list homelessness, San Francisco Food Systems, etc. <p>Ms. Quaintance stated that the Food Stamps Subcommittee made a motion during their subcommittee meeting to suggest to the Food Security Task Force to consider holding an annual Food Security Conference on "hot issues."</p> <p>The TF discusses that the Council would build an annual legislative agenda each year and this should be a separate recommendation.</p> <p>As a result two new Recommendations were added:</p> <ul style="list-style-type: none"> • Create new Recommendation #7: legislative agenda point • Create new Recommendation #8: annual Food Security Conference <p>All TF members agreed to the additions of Recommendation #7 & #8.</p> <p>Connie Chan, Aide to Supervisor Maxwell, suggested to list the goal, and under the goal list the tasks of how you will accomplish the goal. Ms. Chan said to detail the recommendations further (i.e. recommendation #8: which department would you want to involve in the Food Security Conference). What are the duties? What are the details? Timeline?</p>	

San Francisco Food Security Task Force

Minutes from June 7, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Target Populations Subcommittee's recommendations: <i>Summer Lunch (presented by Ms. Albert)</i> (See notes attached.)</p> <ul style="list-style-type: none"> Ms. Albert reviewed the sheet outlining the goal, objectives and strategies the Target Populations Subcommittee came up with. Create a "brand" for Summer Lunch so that parents will make connections. Ms. Albert informally approached the Board of Supervisor offices asking to send their constituents information about Summer Lunch. Siblings can also take part in Summer Lunch. Asked principals at the end of the day to promote the lunch program to kids and encourage kids to have lunch. Kids in line for lunch have to take everything offered to them. <p>Mr. Smith suggested focusing more on the "plan" than on the tasks (strategies).</p> <p>Ms. Chan stated that the TF may want to write up how they would analyze the situation (i.e. summer lunch, etc.) right now. Think about how you would improve the situation and make recommendations. Give "job descriptions" so the City can justify why the TF needs the FTEs it is requesting.</p> <p><i>Child and Adult Care Food Program (presented by Ms. Albert)</i> (See notes attached.)</p> <ul style="list-style-type: none"> Only about 1/3 of eligible child care centers currently participate in the program. Need better coordination between the USDA, the Department of Education and sponsors of the program. Remove barriers. Reimbursement rates are national reimbursement rates. There should be a modified salary system for areas like San Francisco and the reimbursement rate should be increased so that more of the money can go to food due to the high cost of labor in San Francisco. (Tim Thole stated that the income guidelines are set by the federal government, however the reimbursement rate is also set by the federal government but that is only the limit. It is actually within the state's authority to reallocate money to other areas to compensate for cost of living.) 	

San Francisco Food Security Task Force

Minutes from June 7, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p><i>Summer Breakfast (presented by Margaret Nwaka):</i></p> <ul style="list-style-type: none"> • There is about a 16% participation rate. • Goal is to double the participation rate in the next 3 years. • Revise the model to accommodate the expansion. • SFUSD has implemented "grab and go." <p><i>School Lunch (presented by Margaret Nwaka):</i></p> <ul style="list-style-type: none"> • There are about 21,000 who receive school lunches of the 8,000 who are eligible. • Increase the participation rate to about 75% in the next 3 years. • Diversify what foods are being served. • Need to deal with how to get applications back. <p><i>Food Stamps Subcommittee's recommendations (presented by Ms. Quaintance):</i> (See notes attached)</p> <ul style="list-style-type: none"> • Look at target population by neighborhood and potential eligibility in those neighborhoods. • Include strategies to increase Food Stamp participation such as: develop a website for on-line application screening, building a network of agencies for support, establishing a phone customer care center, expand personnel capacity, access federal grant opportunities, multi-faceted public relations campaign <p>(Dennis Stewart and Ms. Quaintance are currently working on Food Stamp issues for seniors. Recommendations to follow.)</p> <p><i>Food Stamps Subcommittee's recommendations for Homeless</i> (See notes attached)</p> <p>Recommendations for the Women, Infants and Children (WIC) Supplemental Nutrition Program were presented at a previous meeting by Maria LeClair and will be included in the final recommendations.</p>	<p>Daisy Anarchy would like to include the topic of expanding personnel capacity at HAS to meet increased demands at the next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from June 7, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	Public Comment: None	
6. Discussion of the strategic plan: delegating responsibilities	<p>Ms. Quaintance stated that the San Francisco Food Bank envisions seeing the plan through and take on the writing of it. By next month, recommendations should be submitted to Ms. Quaintance. A preliminary plan will be compiled by the August meeting and solicitation of buy-in from the public will begin. Members of the Food Bank will also help to write and support the development of the plan.</p> <p>Public Comment: None</p>	Recommendations should be submitted to Ms. Quaintance prior to our next TF meeting.
7. Public Comment	Public Comment: None	None
8. Adjournment	<p>The next meeting will be held on Wednesday, July 5, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert made a motion to adjourn the meeting. Seconded by Ms. Quaintance. Meeting adjourned at 3:29pm.</p>	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, July 5, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert	Gail Priestley
Daisy Anarchy	Anne Quaintance
Gina Fromer	Darryl Smaw
Paula Hamilton	Dennis Stewart
Maria LeClair	Timothy Thole
Leo O'Farrell	
2. Approval of Minutes from June 7, 2006 [Discussion Item and Possible Action Item]
3. Nominations and vote for new Vice Chair [Discussion Item and Action Item]
 - a. Public comment
4. Update on proposed recommendations for the Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]
 - A. Food Stamp accessibility for people without homes
 - B. Food Security Coordination Subcommittee
 - C. Food Stamps Subcommittee
 - D. Target Populations Subcommittee
 - E. Women, Infants, and Children (WIC) Supplemental Nutrition Program
 - F. Child and Adult Care Food Program (CACFP)
 - a. Public comment

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5. Discussion of the strategic plan: delegating responsibilities [Discussion Item and Action Item]
 - a. Public comment
6. Supporting HAS's Food Stamp staffing budget request [Discussion Item and Possible Action Item]
 - a. Public comment
7. Supporting City College's Homeless and Transitioning Students (HARTS) food program [Discussion Item and Possible Action Item]
 - a. Public comment
8. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
9. Public Comment
10. Adjournment

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San Francisco Food Security Task Force

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Paula Hamilton, Maria LeClair, Leo O'Farrell, Darryl Smaaw, Dennis Stewart, and Christine Wong Mineta

Public: David Beller, Sean Brooks, Suddha Mehta, Marguerite Nowak, Dan Phelps, Leah Runkus, Rick Smith, and Alana Wike

Agenda Topic	Discussion	Action Item
1. Call to Order	1:41pm by Rick Smith, Consultant to the Food Security Task Force (TF)	None
2. Approval of Minutes from June 7, 2006	Due to Anne Quintance's absence, Mr. Smith chaired the meeting until a new Vice Chair was selected. Minutes from June 7, 2006 were unanimously approved with one change from Libby Albert. Leo O'Farrell moved to approve the minutes, which were seconded by Darryl Smaaw.	Christine Wong Mineta will make necessary change and post approved minutes.
3. Nominations and vote for new Chair	Gina Fromer resigned as Vice Chair of the TF. Mr. O'Farrell moved to nominate Ms. Albert as Vice Chair, which was seconded by Ms. Fromer. There were no other nominations. 8 Yes votes; 0 No votes; 0 Abstain. Ms. Albert accepted the nomination as Vice Chair and facilitated the rest of the meeting. Daisy Anarchy asked the group for allowance to rearrange the agenda. There were no objections.	Ms. Albert is the new Vice Chair of the Food Security Task Force, effective immediately.
4. Supporting City College's Homeless and Transitioning Students (HARTS) food program	Public Comment: None Ms. Anarchy distributed a handout about HARTS, statistics, their mission statement, objectives, and strategies. One of the main services HARTS provides to homeless, transitioning, and at-risk students are food cards which allow students to eat in the school's cafeteria. These food cards cost \$65 per month and are distributed on a monthly basis. Last year the HARTS program had \$24,000 in discretionary funds, which allowed 99	

APPROVED**San Francisco Food Security Task Force**

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>students to receive food cards. However, City College went over budget by \$2,621 and did not have any money left over to give summer school students food cards. 70% of students HARTS serve don't have access to kitchens, 60% live in single room occupancies living units, and 40% students are homeless. Students averaged a 2.5 GPA and are taking a $\frac{3}{4}$ to full time student loans.</p> <p>HARTS is requesting an additional \$7,000 to the \$24,000 they are currently receiving for this school year so that they will not go over budget. They will be able to serve the 99 students again. Students will also be provided food during summer. The goal is to have \$7,000 for the first year and \$6,500 for the following three years. HARTS has not yet identified where this money will come from.</p> <p>Ms. Anarchy made a request that the TF support the HARTS program's increase in their program of \$7,000 for the next school year and \$6,500 for the three years after that.</p> <p>Ms. Anarchy inquired as to whether the TF knew of any resources that the group could solicit money for this request.</p> <p>Mr. O'Farrell made a motion that the TF draft a letter in support of the HARTS program to provide services for students, which was seconded by Mr. Smaw. 8 Yes votes; 0 No votes; 0 Abstain.</p> <p>Public Comment: None</p>	<p>Ms. Anarchy will draft a letter in support of HARTS and present it to the TF at the next meeting</p>
5. Supporting HAS's Food Stamp budget request	<p>Ms. Anarchy requested that a motion be made that the FSTF write a letter to the Board of Supervisors to support HSA's budget request for the staffing of 4 new eligibility workers, 2 new eligibility supervisors and 1 new program analyst to improve access to Food Stamps.</p> <p>Mr. Smaw moved to draft the letter in support of HSA's budget request for additional staffing. Ms. Fromer seconded the motion. 7 Yes; 0 No; 1 Abstain.</p> <p>Public Comment: None</p>	<p>Ms. Anarchy will draft a letter in support of HSA's budget request and will forward it to Ms. Quintance for signature and deliverance.</p>

San Francisco Food Security Task Force

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>6. Update on proposed recommendations for the Food Security Task Force Strategic Plan</p>	<p>Copies of proposed recommendations were distributed and reviewed.</p> <p>FOOD STAMPS</p> <p>Mr. O'Farrell reviewed the executive summary from a Food Stamp grant application. He referred to pages 4-5 (Initiative Design):</p> <ol style="list-style-type: none"> 1. <i>Simplifreeze</i> access and enrollment by establishing a FSP phone bank, web-based screening and application services, and remote enrollment and recertification sites in neighborhoods throughout San Francisco. 2. <i>Streamline</i>: streamline the enrollment and recertification process by allowing participants to complete them using the FSP phone bank, web-based screening and application services, and remote enrollment and recertification sites. 3. <i>Simplify</i>: Through the network of technology and customer services, participants will be able to engage in a simplified and streamlined recertification process which will result in a lower drop-out rate. <p>Mr. O'Farrell also referred to pages 10-11 (Goals and Impacts):</p> <p><i>Participant Objectives:</i></p> <ol style="list-style-type: none"> 1. Participants will experience improved service delivery. 2. More eligible San Franciscans will experience relief from food insecurity. 3. FSP drop-off rates for eligible participants will decline. <p><i>Population Objectives:</i></p> <ol style="list-style-type: none"> 1. City-wide participation in FSP will increase. 2. Food Stamps participation for target populations will improve. <p><i>Systems Objectives:</i></p> <ol style="list-style-type: none"> 1. Increase the number and convenience of FSP access points and develop the infrastructure for an efficient system. 2. More effective and efficient system of Food Stamps enrollment and delivery. 	<p>Marguerite Novak will send Ms. Wong Mineta recommendations for school breakfast and school lunch.</p>

San Francisco Food Security Task Force

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>CHILD AND ADULT CARE FOOD PROGRAM</p> <ul style="list-style-type: none"> Ms. Albert stated that the program may be dropped if it doesn't receive funding from the City. There may need to be a "mini-task force" created around saving this program. Sponsors receive a per home administrative reimbursement of \$48-\$91 per month. Child care providers receive a per meal reimbursement. 	<p>Ms. Albert and the Target Populations Subcommittee will suggest another recommendation regarding the City's involvement in the CACFP.</p>
	<p>FOOD SECURITY COORDINATION</p> <ul style="list-style-type: none"> Maria LeClair stated that there is a more recent draft with slight additions and changes. Dennis Stewart added that the recommendations need to include a budget for the people serving on this coordinated council. Developing funding strategies, when the Council would meet, who would be on the task force, etc. 3 people will be recommended to staff the Council. There is a question on whether the Mayor would support the Council. Mr. Stewart mentioned that he shared the recommendations with Connie Chan, Supervisor Maxwell's Aide. Ms. Chan recommended not creating new bureaucracy. 	<p>Ms. Wong Mineta will obtain a more recent draft of Food Security Coordination Subcommittee's recommendations.</p> <p>The Food Security Coordination Subcommittee needs to receive feedback on recommendations from key players, get some buy-in, and then revise their recommendation.</p>
	<p>FOOD STAMP ACCESSIBILITY FOR PEOPLE WITHOUT HOMES</p> <ul style="list-style-type: none"> Mr. O'Farrell stated that we need an advocacy branch of food security. He asked what the recommendations will do in terms of legislation. <p>SAN FRANCISCO UNIFIED SCHOOL DISTRICT</p> <ul style="list-style-type: none"> Dana Woldow previously submitted "How can you help support health food in the SFUSD?" to the TF when the SFUSD presented to the TF. <p>Marguerite Nowak stated that increasing participation in the School Lunch and Breakfast programs would help provide more meals to children in need. Currently in San Francisco there are approximately 20,985 children that are eligible for school meals,</p>	

San Francisco Food Security Task Force

Minutes from July 5, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>yet 21,645 are receiving School Lunch (69.9% participation rate and only 4,750 receiving School Breakfast (15.3% participation rate). The Goal for the next three years is to increase School Breakfast participation to 35% of eligible students and to 75% participation for School Lunch of eligible students, both of these numbers would put us at the 50th percentile compared to other California counties.</p> <p>While the Board of Supervisors cannot legislate the School District by bringing attention to this issue they can help encourage the school district to make student nutrition a priority as well as help direct resources and funding. For example, the School District has applied for a \$1 million grant to implement Point of Sale systems in the school to help make the system more effective, however if they do not get the grant maybe the Board of Supervisors could help with resources of funding to still get these systems in place. In addition, the plan recommends the Board support current efforts currently going on to increase participation and improve nutrition of school meals as well as encourage new initiatives.</p> <p>Furthermore, the plan will discuss some of the barriers Student Nutrition Services currently face like budget deficit, missing meal applications the re-instated co-pay for reduced meals, low reimbursement rates and the proportion labor costs take up with the reimbursement rates.</p> <p>SENIOR NUTRITION</p> <ul style="list-style-type: none"> Mr. Stewart stated that seniors may want to use Food Stamps to make up for the shortfall of the nutrition program. This requires no waiver. This would get people off of the waiting list. Get people certified for Food Stamps. Participants would "pay"(donate) about \$1.50 for a home delivered meal. Department of Aging pays service providers to provide the service. Mr. O'Farrell stated to increase the overall capacity so that there is no wait list. <p>No comments to Summer Lunch or WIC recommendations.</p>	<p>Mr. O'Farrell will follow-up with Ylonda, Leah Rinkus will follow up with Linda Lau, and Sean Brooks will follow up with Ms. Quaintance regarding senior recommendations.</p>

APPROVED**San Francisco Food Security Task Force**

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Quaintance will collect all of the drafts and create an initial compiled draft to present to the TF in August.</p> <p>Public Comment: None</p>	<p>Ms. Quaintance and Connie Chan will work on the format of the strategic plan and send it to the rest of the TF.</p> <p>TF will forward all draft recommendations to Ms. Quaintance.</p>
7. Public Comment	Public Comment: None	None
8. Adjournment	<p>The next meeting will be held on Wednesday, August 2, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:13pm.</p>	None

APPROVED**San Francisco Food Security Task Force**

Minutes from July 5, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Quaintance will collect all of the drafts and create an initial compiled draft to present to the TF in August.</p> <p>Public Comment: None</p>	<p>Ms. Quaintance and Connie Chan will work on the format of the strategic plan and send it to the rest of the TF.</p> <p>TF will forward all draft recommendations to Ms. Quaintance.</p>
7. Public Comment	<p>Public Comment: None</p>	<p>None</p>
8. Adjournment	<p>The next meeting will be held on Wednesday, August 2, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:13pm.</p>	<p>None</p>



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

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SPECIAL MEETING

Wednesday, August 2, 2006 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from July 5, 2006 [Discussion Item and Possible Action Item]

3. Review proposed recommendations for the Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]

A. *Recommendations for Food Security Coordination*

B. *Food Stamps Recommendations*

- *Food Stamp accessibility for people without homes*
- *Food Stamps for senior home delivered meals*

C. *Target Populations Recommendations*

- *Introduction*
- *School Breakfast*
- *School Lunch*
- *Summer Lunch*
- *Women, Infants and Children (WIC) Supplemental Nutrition Program*
- *Child and Adult Care Food Program (CACFP)*
- *Senior nutrition*
- *San Francisco Unified School District*

a. Public comment

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8/2/06
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4. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
5. Public Comment
6. Adjournment

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San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Marta LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, and Christine Wong Mineta

Public: Nic Jay Aulston, Karen Babbitt, Yonda Calloway, Paula Jones, Marguerite Nowak, Rick Smith, and Meredith Terrell

Agenda Topic	Discussion	Action Item
1. Call to Order	1:40pm by Anne Quintance, Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from July 5, 2006	Minutes from July 5, 2006 were unanimously approved with additions from Marguerite Nowak. Leo O'Farrell moved to approve the minutes, which were seconded by Gail Priestley.	Christine Wong Mineta will make necessary changes and post approved minutes.
3. Review proposed recommendations for the Food Security Task Force Strategic Plan	<p>Rick Smith, Consultant to the TF, reminded the group about the timeline.</p> <ul style="list-style-type: none">September- preliminary final draft complete, circulate draft, give copy to Connie Chan (Aide to Supervisor Maxwell) compile list of key stakeholders and who will contact themOctober- receive and review feedback, make necessary edits <p>The TF agreed that it is important to have Ms. Chan review the draft and get her feedback prior to Supervisor Maxwell reviewing it. The TF should also discuss how to take certain issues (i.e. CACFP) to the statewide level with Ms. Chan.</p> <p>Ms. Priestley stated that she was willing to review the draft for legislative initiatives and possibly solicit the feedback of George Manolo LeClair.</p> <p>FOOD SECURITY COORDINATION: Ms. Priestley distributed a handout describing the City of Hartford's Advisory Commission on Food Policy as a model for the TF to review. Ms. Priestley stated that what the Food Security Coordination Subcommittee was proposing was not unusual. The TF is recommending a proposal that would need buy-in in order to create a body that involves the Mayor's Office and the School District. Compared to the original</p>	<p>Each TF member will create a list of key stakeholders who should review the strategic plan. This list will be reviewed at the TF's September meeting.</p> <p>Ms. Quintance said will set up a meeting with Ms. Chan, Ms. Albert, Ms. Quintance, and Ms. Wong Mineta to discuss issues related to the strategic plan.</p> <p>Discuss how to present the strategic plan to the Board of Supervisors at the next TF meeting.</p>

San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>version of the plan, requirements for City staffing have been omitted. Staffing was included in the Mayor's Office of Policy, which requires buy-in from the Mayor.</p> <p>The role of the Food Security Coordination Council and its membership has remained the same from the original proposal. In addition to the membership originally identified, there are now three representatives appointed from the Mayor's Office, the Board of Supervisors, and the Board of Education.</p> <p>The Council would continue the assessment and planning process to update the strategic plan on an annual basis. It would also look at funding priorities for local, state, and federal legislative action.</p> <p>The TF discussed how the Council would be staffed and "housed." It was emphasized that the strategic plan needs buy-in prior to November. The goal is to depoliticize food security in San Francisco.</p> <p>Ms. Quainance suggested adding general City departments or a list of different private/public sectors and non-profits to the third page (under General Advice and Assistance).</p> <p>FOOD STAMPS: Mr. O'Farrell stated that many of the Food Stamp recommendations were extracted from the Food Stamp grant application recently submitted. The recommendations covered the following issues:</p> <ul style="list-style-type: none"> • there are many people who are eligible for Food Stamps in San Francisco that are not getting them • the purchasing power for food stamps is up to \$1.84 in economic activity, which means that there is a lot more federal money that could come into San Francisco • reasons for underutilization (i.e. barriers that immigrant communities face) • increase the number of elderly enrolled • conduct outreach to meals on wheels participants 	<p>Ms. Priestley will underline areas where input from key stakeholders can further shape the draft proposal</p>

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San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • sustain those enrolled in the program • consolidated caseload • increase opportunities for enrollment and processing applications (i.e. media campaign, working with community partners, libraries, etc.) • telephone banks • web application (multi-lingual) • re-certify through the mail to sustain eligibility <p>Ms. Priestley suggested adding a legislative initiative to continue to work to move toward annual reporting.</p> <p>Ms. Albert commented that the TF should mention the USDA program and what the state agency is in the background section. This section should also note that HSA is the local agency.</p> <p>Mr. Smith suggested attaching percentages to the objectives.</p> <p>Ms. Albert also inquired as to how to measure the last two bullet points. Mr. O'Farrell suggested that the web application could maybe include a "pop-up" web-based survey.</p> <p>FOOD STAMPS FOR SENIOR HOME DELIVERED MEALS</p> <p>This section was incorporated into the senior section.</p> <p>FOOD STAMPS FOR PEOPLE WITHOUT HOMES</p> <p>Ms. Anarchy distributed a more recent copy of these recommendations. Goals included increasing access to food stamps for people without homes and increasing food preparation options for people living in supportive housing, subsidized housing or SROs. Strategies are outlined in the handout.</p> <p>The TF discussed consolidating this issue along with others into area that focused on special concerns for special populations section. Mr. O'Farrell said that he will help to</p>	<p>Gail will send their revised document to Leo and</p>

San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>incorporate the food storage piece into HSA's recommendations.</p> <p>Ms. Priestley suggested to add people without homes into the introduction for Food Stamps to identify them as a special population.</p> <p>TARGET POPULATIONS</p> <p>Marguerite Novak distributed a new "School Meal Report- 8/2/06". Ms. Novak discussed the problem in San Francisco, addressed barriers, and goals, objectives and recommendations. One objective included increasing participation in School Breakfast to 35% and in School Lunch to 75% of eligible participants within 3 years; this would place San Francisco in the 50th percentile of participation statewide.</p> <p>Recommendations also included:</p> <ul style="list-style-type: none"> • High-level political and community leaders make student nutrition a priority including the Board of Supervisors, Mayor and the School Board • Board of Supervisors encourage the School Board and SFUSD to make student nutrition a top priority and encourage the School Board to consider student nutrition in the search for a Superintendent. • Board of Supervisors to support successful current efforts and encourage new initiatives by the School Board, SFUSD, SNS, and the nutrition, and expand access to School Breakfast and Lunch. • Board of Supervisors to support and encourage SFUSD's efforts to acquire and allocate funding to support capital expansions and pilot initiatives. • Board of Supervisors to support SFUSD efforts to increase the efficiency of the school meals program. • Board of Supervisors should ask the City lobbyist to review potential measures to seek legislative relief regarding reimbursement rates and income thresholds for school meals in high-cost areas. <p>Ms. Novak also suggested that looking at other school districts and reviewing best practices. She stated the TR needs to also look at the cost of labor in comparable</p>	<p>Ylonda.</p> <p>Mr. O'Farrell will incorporate the food storage piece into HSA's recommendations.</p>

ORIGINAL ARTICLES

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ORIGINAL ARTICLES

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SYMPTOMS OF HYPERCALCAEMIA

BY J. H. HARRIS, M.D.

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San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>districts. California Food Policy Advocates may have an intern who can research this issue, but it has not been confirmed.</p> <p>Ms. Anarchy stated to reword the section on cost of living to reflect that there is a higher cost of living necessitating higher wages for classified employees such as cafeteria workers. Ms. Nowak also stated that the report should also note that San Francisco has a lower paid meal price than any other district in the state. The TF agreed that there should also be a legislative agenda for food security for the Lunch program. Ms. Albert stated that the report should also include that wages for other districts throughout the state the ranging from \$.675 to \$12.45. The grant writer should be omitted from the Office of Food Security. The last page under questions to consider should highlight what the nutrition policies and menus are for the other districts, too.</p> <p>SUMMER FOOD SERVICE PROGRAM</p> <p>Ms. Albert stated that the focus on Summer Lunch is to increase participation. In July 2005, there were about 4,800 eating lunch each day; the last week in June 2006, there were 5,500. The USDA conducted a study on barriers to participation according to the parents who reported that the biggest barrier was not knowing about the program. Next summer, the program needs to talk to the School District to offer Summer Lunch either right after school or during school.</p> <p>Branding assisted with increasing participation (i.e. banners, flyers, PSAs, summerlunch.org, helpline, etc.)</p> <p>WIC PROGRAM</p> <p>WIC has received flat funding for the past 20 years; it is now anticipating being cut back on the federal level. WIC serves over 16,000 participants per month in San Francisco clinics, however the actual number enrolled is almost 20,000 due to double or triple issue of vouchers. WIC needs to meet the required caseload of 16,000 individual participants on a monthly basis. Each participant is counted as an individual. Usually only high risk participants are seen on a monthly basis.</p>	<p>Present draft recommendations to the School District for review and comments prior to printing and distribution.</p>

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San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>There is no state funding for WIC. The grant that is given by the feds to the states, and the states to the local agencies do not fully cover WIC services. The entity that is taking care of the WIC Program is in-kind. In San Francisco, there is no indirect cost. Ms. Priestley suggested to include a statistics on the cost-benefit analysis for every dollar spent on WIC, which Ms. LeClair said amounts to \$3.97 in health care costs.</p> <p>Ms. Anarchy suggested that the strategic plan is a good opportunity to ask our local officials to put more pressure on our elected official in Washington D.C.</p> <p>Ms. LeClair stated that some agencies have closed WIC Programs. In California, approximately 50% of WIC Programs are run by Department of Public Health and the other 50% are run by private/non-profits.</p> <p>Paula Jones inquired as to whether there will be a "report card" included in the strategic plan that indicates where we are and where we want to go. It could note indicators that the TF is focusing on now. Ms. Priestley suggested putting this into a visual (i.e. pie charts). Ms. Jones suggested including high priority indicators with dollar amounts and the number of people impacted attached to it.</p> <p>CACFP</p> <p>CACFP is administered by a couple of non-profit organizations in San Francisco. In California, the program has lost approximately 40% of its sponsors in the past five years. The past year the program has cut costs, however it has still been challenging to keep it afloat. It has been a critical issue for DCYF. This problem is not just a San Francisco problem, sponsors are dropping off throughout the state. Now there is talk of combining Children's Council of San Francisco and Wu Yee Services into one administrative structure. Sponsors have been dropping out because the feds are asking people to do a lot more, however they are not increasing the reimbursement rate. If the program is lost, providers will either have to raise their prices to cover the cost of food or they'll start cutting corners on food or ask parents to bring it in.</p>	

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BY HENRY ADAMS

VOLUME I

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San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>SENIOR NUTRITION</p> <p>Meredith Terrell's report discussed the background of how many seniors are living at 150% of poverty level or below, how many seniors are enrolled in SSI and what it means to them. She also gathered information on food programs available for seniors in San Francisco for congregate meals, home delivered meals, other meal programs (i.e. food kitchens), Food Stamps, supplemental food programs and the food pantry.</p> <p>Recommendations included not having a waiting list for home delivered meals or denied meals at congregate meal sites. On the legislative side, a recommendation is to work with the Food Stamp piece and try to move California to a place where SSI barriers for Food Stamps are reduced. There was also a suggestion to look into adults with disabilities and adult day care.</p> <p>As of May 2, 2006, there were 224 individuals on the waiting list for home delivered meals, and for nine months of 2005 there were 1,501 congregate meals denied. Ms. Terrell will seek further strategies to eliminate the waiting lists with DAS and other programs. No one is looking at seniors holistically; hopefully the strategic plan will cover the issues that seniors face with food security.</p> <p>Ms. Quintance requested that final recommendation drafts be sent to her for formatting and review in September. The Food Bank will compile the recommendations into one document.</p> <p>Public Comment: Please see comments from public incorporated above.</p>	<p>Final drafts should be sent to Ms. Quintance.</p> <p>TF members should bring a list of stakeholders to the next meeting.</p>
<p>4. Update on City nutrition programs</p>	<p>Leo O' Farrell stated that the Working Families Credit Program approached him and inquired about possibly making a presentation to the TF.</p> <p>Public Comment: None</p>	<p>Schedule a presentation for a later date.</p>

APPROVED

San Francisco Food Security Task Force

Minutes from August 2, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Public Comment	Public Comment: None	None
6. Adjournment	The next meeting will be held on Wednesday, September 6, 2006 from 1:30pm-3:30pm at City Hall in Room 278. Ms. Quintance adjourned the meeting at 3:35pm.	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, September 6, 2006 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from August 2, 2006 [Discussion Item and Possible Action Item]

3. Review final recommendations for the Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]

a. Public comment

4. Board of Supervisor "Checklist/Guide" [Discussion Item and Possible Action Item]

a. Public comment

5. Discussion of presentation to Board of Supervisors [Discussion Item and Possible Action Item]

a. Public comment

6. Review list of stakeholders [Discussion Item and Possible Action Item]

a. Public comment

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7. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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APPROVED

San Francisco Food Security Task Force

Minutes from September 6, 2006

1:30pm-3:30pm, City Hall, Room 278

In Attendance

Task Force Members: Libby Albert, Daisy Jones, Marguerite Nowak, Leah Rimkus, Rick Smith, Meredith Terrell, and Thy Tran
Christine Wong Mineta

Public: Ylonda Calloway, Paula Jones, Marguerite Nowak, Leah Rimkus, Rick Smith, Meredith Terrell, and Thy Tran

Agenda Topic	Discussion	Action Item
1. Call to Order	1:43pm by Ms. Albert, Vice Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from August 2, 2006	Minutes from August 2, 2006 were unanimously approved with one change from Ms. Anarchy. Mr. O'Farrell moved to approve the minutes, which were seconded by Dennis Stewart.	Ms. Wong Mineta will make the necessary change and post approved minutes.
3. Review final recommendations for the Food Security Task Force Strategic Plan	<p>OLDER ADULTS RECOMMENDATIONS:</p> <p>Ms. Terrell distributed a handout that reviewed the background of food issues, the current situation for major food services currently available, recommendations, and a proposed legislative agenda for San Francisco's older adults.</p> <p>Comments by TF members regarding older adults recommendations included:</p> <ul style="list-style-type: none"> Ms. Jones suggested being more specific with local funds in regards to what specific action the Board of Supervisors could do to support the elimination of waiting lists. Ms. Rimkus suggested making a direct linkage between SSI and Food Stamps, possibly adding "I wish to be contacted" on the application form. Mr. Stewart suggested including how much the recommendation will "cost." Add approximate average amounts per meal. Ms. Priestley suggested making the cost per meal a percentage to make the amount more "real." Ms. Albert suggested including this amount at the beginning of the report. 	Ms. Terrell will consider suggestions and include them in the recommendations for older adults.

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San Francisco Food Security Task Force

Minutes from September 6, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>CACFP RECOMMENDATIONS:</p> <p>Ms. Albert discussed areas that she'd like to add to the previous CACFP recommendations:</p> <ul style="list-style-type: none"> • Ask the Board of Supervisors for local money for the program • Ask the Board of Supervisors to pass a resolution to work with the State to come up with solutions <p>Mr. O'Farrell suggested including a summary grid that puts a "price tag" on items requested to meet the gaps (i.e. how many more meals you'll get for money requested)</p> <p>Mr. Stewart informed the TF that the Food Stamp Recommendations should eliminate the "s" after Stamps.</p> <p>Public Comment:</p> <p>Please see comments from public incorporated above.</p>	<p>Ms. Albert will include additions to the current CACFP recommendations.</p> <p>Ms. Calloway will eliminate the "s" from Stamps in the Food Stamp Recommendations.</p>
<p>4. Board of Supervisor "Checklist/ Guide"</p>	<p>Ms. Novak distributed a handout entitled, "Overview of Federal Nutrition Programs in San Francisco." Ms. Novak stated that the overview distributed takes the place of an executive summary.</p> <p>Feedback on the "Overview of Federal Nutrition Programs in San Francisco" include:</p> <ul style="list-style-type: none"> • Ms. Priestley stated that the Food Security Coordination piece is missing, since it is not a program. • Mr. Smith suggesting changing the title of the chart. • Ms. Albert suggested adding a column for a "price tag." • Mr. Stewart suggested adding a column highlighting potential benefits to the City. • Ms. Hamilton suggested not hiding the actual cost or pretend it's not going to come up. List the cost and the benefits next to them. • Ms. Albert stated to standardize the formatting in regards to using acronyms. • Ms. Novak suggested providing her with costs associated with implementing 	<p>Ms. Novak will add a</p>

San Francisco Food Security Task Force

Minutes from September 6, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>each program.</p> <ul style="list-style-type: none"> Ms. Albert stated that under "School Lunch," USDA oversees the program and the California Department of Education assists the State. Add USDA to CACFP. Delete DCYF. Ms. LeClair requested to add the California WIC Branch under the Department of Public Health. Mr. Smith stated that the TF needs to decide what format the "overview" will be in (executive summary or chart) and how it will be used. <p>Public Comment: None</p>	<p>cost/benefit analysis column.</p> <p>Each program will send Ms. Nowak a "cost" for their program.</p>
<p>5. Discussion of presentation to Board of Supervisors</p>	<p>The TF was unclear on the procedure of how to bring the report to the Board and requested that Connie Chan, Supervisor Maxwell's Aide, come to our next meeting to brief us on proper procedures.</p> <p>Public Comment: None</p>	<p>Ms. Wong Mineta will contact Ms. Chan to request her presence at our next meeting.</p> <p>Ms. Quaintance will schedule an appointment with Ms. Chan, Supervisor Maxwell and Ms. Albert.</p>
<p>6. Review list of stakeholders</p>	<p>A list was distributed outlining a "Schedule of Key Stakeholders Meetings."</p> <p>Mr. O'Farrell stated that DPH head representatives should review the preliminary report prior to the board reviewing it.</p> <p>Comments on "Schedule of Key Stakeholders Meetings" included:</p> <ul style="list-style-type: none"> Ms. Hamilton requested that the report be sent in a word document to circulate to her supervisors. Ms. Priestley offered to review the document prior to it being distributed to TF member's supervisors. The TF agreed to postpone approaching other Board of Supervisors until after meeting with Supervisor Maxwell. 	<p>Ms. Terrell will follow-up with the person selected to draft the report and see when a first draft will be completed.</p> <p>All comments and/or revisions should be forwarded to Ms. Quaintance and Ms. Wong Mineta by September 27, 2006 at the latest.</p>

San Francisco Food Security Task Force

Minutes from September 6, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Update on City nutrition programs	<ul style="list-style-type: none"> Ms. Terrell will send the senior recommendations to Senior Action Network, CASE, and DAAS. The Mayor's Office can be deleted from the list, since the TF can just approach the Mayor's Office of Public Policy. Ms. Priestley suggested also sharing recommendations with Father John and Paul Ash. Ms. Albert suggested adding Ed Wilkins to the SFUSD Board of Education to approach to review recommendations. The TF will just meet with the President or another selected Board member in a less formal meeting than a School Board meeting. <p>Ms. Priestley distributed the Food Security Coordination's recommendation which outlined key stakeholders they needed to approach, which included the Board of Supervisors, Board of Education, and the Mayor.</p> <p>Public Comment: None</p> <p>Ms. LeClair distributed the USDA/FNS published proposed rule to revise the WIC Food Package. The comment period closes November 6, 2006.</p> <p>Ms. Albert informed the TF that St. Anthony Foundation received \$2,500 from MAZON to assist in funding the TF's facilitator.</p> <p>Ms. Jones gave an update for Ed Wilkins regarding the SFUSD. She said that Balboa High School is piloting a POS system at the grab and go site. They will also be piloting a hot breakfast at Charles Drew School. Mr. Wilkins is still working on meal applications, with assistance provided by Mr. O'Farrell and Ms. Calloway.</p>	<p>Ms. Terrell will forward Ms. Wong Mineta the Older Adult Recommendations document</p> <p>Ms. Quaintance will speak directly to Gina Fromer and Darryl Smaw to see if they are still interested in participating on the TF.</p> <p>None</p>
6. Adjournment	<p>The next meeting will be held on Wednesday, October 4, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Albert adjourned the meeting at 3:07pm.</p>	<p>None</p>



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, October 4, 2006 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert	Gail Priestley
Daisy Anarchy	Anne Quaintance
Gina Fromer	Darryl Smaw
Paula Hamilton	Dennis Stewart
Maria LeClair	Timothy Thole
Leo O'Farrell	Ed Wilkins
2. Approval of Minutes from September 6, 2006 [Discussion Item and Possible Action Item]
3. Discussion of presentation to Board of Supervisors. *Guest Speaker: Connie Chan, Aide to Supervisor Sophie Maxwell* [Discussion Item and Possible Action Item]
 - a. Public comment
4. Review final recommendations from the Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]
 - a. Public comment
5. Board of Supervisor "Checklist/Guide" [Discussion Item and Possible Action Item]
 - a. Public comment
6. Review list of stakeholders [Discussion Item and Possible Action Item]
 - a. Public comment

7. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

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Minutes from October 4, 2006
1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Paula Hamilton, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quantance, Timothy Thole, and Christine Wong Mineta

Public: Jessica Bartholow, Ylonda Calloway, Connie Chan, Anyu Fang, Paula Jones, Marguerite Nowak, Leah Rimkus, Rick Smith, and Katherine Webb-Martinez

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Ms. Quantance, Chair of the Food Security Task Force (TF). Ms. Quantance stated that Darryl Snaw will no longer be representing the Mayor's Office on Community Development (MOCD). MOCD will appoint another representative shortly.	None.
2. Discussion of presentation to Board of Supervisors.	Ms. Chan briefed the TF on the procedure to presenting the TF's strategic plan to the Board of Supervisors. She stated that there are two options: 1) ask for the Board of Supervisors' consensus for the TF to make a 30-45 minute presentation or 2) request a hearing from a Committee (probably the Government, Audit and Oversight Committee). Ms. Quantance stated that the TF would prefer the first option.	Ms. Chan will let Supervisor Maxwell know that the TF would like to request the consensus of the Board of Supervisors to present.
Guest Speaker: <i>Connie Chan, Aide to Supervisor Sophie Maxwell</i>	Ms. Chan stated that there is a possibility that the TF may be able to present to either the full Board or a Committee sometime in November. Due to the holiday and coinciding recess the last two weeks in December, the presentation may need to be postponed until January 2007. Ms. Albert and Ms. Quantance will meet with Supervisor Maxwell on October 13, 2006.	Ms. Chan will assist the TF with getting on the Board's agenda.
	Ms. Chan commended the TF on their draft of the strategic plan and stated that what the TF is recommending is reasonable. Needs are easily identified and outlined in the plan. Ms. Chan said that once the document is finalized, she will need an official document for the clerk to make copies for the Board	Ms. Quantance will give Ms. Chan the final strategic plan when completed.

San Francisco Food Security Task Force

Minutes from October 4, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Mr. O'Farrell suggested displaying graphs and/or visuals with numbers during the TF's presentation, as these will be projected on a large screen for the Board, audience, and viewers at home to see. Ms. Quaintance stated that some TF members have already agreed to work on a power point presentation and encouraged those interested to participate. A power point should be available for the TF to review at the November meeting.</p> <p>Ms. Quaintance suggested that the document include the following sections: Cover, Table of Contents, Executive Summary, Plan, Reference Guide, and Biography and/or Contact Information of TF members. A Board of Supervisor Action Item List will also be attached to the document, but not included in the plan.</p> <p>In response to Ms. Priestley's inquiry of examples of presentations/reports presented to the Board, Ms. Chan suggested looking at the video and report presented by the San Francisco Art Task Force, which is available on the sfgov.org website. Type in SFGTV in the search box.</p> <p>Ms. Chan stated that after the TF presents to the Board, there will be necessary follow up with the Supervisors to see where they are at with the recommendations. A follow up hearing may result. It is up to the TF to inform the Supervisors about the plan prior to the scheduled hearing. Ms. Chan suggested that it may be beneficial to talk to Supervisors whose Districts heavily utilize or should be using the Food Stamp and other food programs.</p>	
3. Approval of Minutes from September 6, 2006	Minutes from September 6, 2006 were unanimously approved. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Fromer.	Ms. Wong Mineta will post approved minutes.

San Francisco Food Security Task Force

Minutes from October 4, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>4. Review final recommendations from the Food Security Task Force Strategic Plan</p>	<p>The following are comments/suggestions from the draft Executive Summary:</p> <ul style="list-style-type: none"> Start the recommendation with the Food Security Council- Ms. Fromer List who will carry out the recommendation under the recommendations section. We need to know who we should follow up with and hold accountable- Ms. Hamilton. Highlight that there are only a few recommendations that require the City's involvement. Most of them can be carried out by supporting agencies- Mr. Thole Ms. Quaintance stated that the "Board of Supervisors Action Items" should remain an independent document and not incorporated into the plan. The second sentence in the fourth paragraph should add something like, "...suffers the following consequences... Tragically, much of the suffering could be prevented by..."- Rick Smith (Consultant to the Tf) The second paragraph, last sentence should include mentioning individuals of non-financial eligibility- Mr. O'Farrell Number the priorities- Mr. O'Farrell Address the larger picture of food security, nutrition, and obesity. The recommendations primarily focus on hunger, but not improving actual nutrition in San Francisco. Mention that these programs help educate people about how to make better nutrition choices- Mr. Thole Note accomplishments already achieved (i.e. Food Stamp grant) Make the connection of people transitioning between programs (i.e. WIC Program → Child Care Food Program → School Lunch Program → Food Stamps, etc.). Programs need to let other programs know about each other. Market each other's programs- Ms. Albert Add the high cost of living in San Francisco- Ms. LeClair Under recommendation #4, add something about enrollment in the National School Lunch Program- Paula Jones (guest) Hold a press release and put on SFGOV website- Ms. Priestley Add in footnotes and references when appropriate- Leah Rimkus (guest) 	<p>Mr. O'Farrell will rewrite this sentence and send it to Ms. Quaintance.</p>

San Francisco Food Security Task Force

Minutes from October 4, 2006
 1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>The following are comments/suggestions of how to include the Food Security Council into the Executive Summary:</p> <ul style="list-style-type: none"> Note accomplishments achieved so far by the TF and that we want to continue it, however we need a body to oversee it- Ms. Albert Council can help to coordinate efforts between programs- Mr. O'Farrell Add \$ amounts to the sixth bullet point- Ms. Priestley <p>Other comments on Final Report:</p> <ul style="list-style-type: none"> Add that day care centers serve more meals than day care homes- Ms. Jones (guest) <p>Public Comment: See comments above.</p>	<p>TF should review the Executive Summary and see if there are any other recommendations that should be highlighted.</p> <p>Send Ms. Quaintance additional comments and cc Ms. Wong Mineta.</p>
<p>5. Board of Supervisor "Checklist/Guide"</p>	<p>Comments on Board of Supervisors Action Items:</p> <ul style="list-style-type: none"> Areas highlighted are still missing information- Marguerite Nowak (guest) Mr. O'Farrell will reword the Food Stamp Program expense and benefits section. Change Budget Implications to Key Financial Impact. Use the same "language" throughout the document- Ms. LeClair Ms. Jones will forward additional information to include in the Farm Bill section. <p>Public Comment:</p> <ul style="list-style-type: none"> Jessica Bartholow, from the California Food Bank, stated that they are offering matching grants for Food Stamp outreach. They provide a 1/3 match. The next application process is in February. They also develop shared tools. Their website displays best practices for Food Stamp outreach and nutrition education. On the state level, Ms. Bartholow suggested having the City put on their legislative agenda to request money for counties to assist with Food Stamp outreach and access. Ms. Bartholow suggested looking into the Backpack Program for possible 	<p>Additional comments should be sent to Ms. Nowak and cc to Ms. Wong Mineta.</p>

San Francisco Food Security Task Force

Minutes from October 4, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>funding:</p> <ul style="list-style-type: none"> Ms. Bartholow stated that other counties are looking to San Francisco, with their new Food Stamp grant, to hopefully develop something that is transportable for other counties. 	
<p>6. Review list of stakeholders</p>	<p>Board of Supervisors, according to District, and TF member(s) who will speak to them:</p> <ul style="list-style-type: none"> District 2 (Alioto)- Ms. Anarchy and Ms. Priestley District 9 (Ammiano)- Ms. Anarchy and Ms. Quintance District 6 (Daly)- Ms. Priestley District 8 (Duffy)- Ms. Albert and Ms. Nowak District 7 (Elsbernd)- Ms. Quintance District 4 (Ma)- Ms. Nowak District 1 (McGoldrick)- To Be Determined (possibly Connie) District 5 (Mirakami)- Ms. Anarchy and Ms. Nowak District 3 (Peskin)- Ms. Anarchy and Ms. Quintance District 11 (Sandoval)- Ms. Fromer and Ms. Anarchy Ms. Nowak stated that she has a list of how many people are at risk of hunger in every neighborhood. This document also highlights the number of feeding programs. The Mayor's Office of Community Development (MOCD) will appoint a new representative to the TF. Feedback on the plan from MOCD will be received by October. Ms. LeClair cannot speak to the Mayor's Office of Public Policy (MOPP). The others listed will speak to MOPP in October. Mr. Thole and Mr. Stewart will speak to USDA in October. The Human Services Agency has approved the draft- Done. Ms. Nowak will take the lead in speaking to the SFUSD Board of Education Department of Public Health is still reviewing the draft- In progress. Ms. Hamilton will send the draft to the Recreation and Park Department. 	<p>Ms. Nowak and Ms. Quintance will develop a list of 5 talking points for upcoming meetings with Supervisors.</p> <p>Ms. Quintance will give Ms. Wong Mineta a more recent strategic plan to send electronically to the TF.</p>

San Francisco Food Security Task Force

Minutes from October 4, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Ms. Priestley will share a copy with Father John, who will be asked to share the report with the Hunger Task Force/Tenderloin Meeting. Paul Ash also attends this group. <p>Public Comment: None</p>	
7. Update on City nutrition programs	<p>Ms. Priestley stated that St. Anthony Foundation received \$2,500 from MAZON to assist in funding the TF's facilitator. There will be a photographer present at the next TF meeting on November 1, 2006 to take our picture as an award recipient.</p> <p>Ms. Jones, who gave an update for Ed Wilkins, stated an offer has been made to a new Associate Director who will be available to participate in more meetings for him. The Vitamin Settlement Grant made it to the second round. The meal application process is going well. As of yesterday, there were approximately 29,000 enrolled. The principals are getting a strong message from the District about meal participation. POS for DCYF is now available.</p> <p>Ms. Albert stated that as a result of her meeting with Maria, the Children's Council and Wu Yee are putting meal application packets in their enrollment packets. They will train their intake workers on how to assist parents in filling out applications.</p> <p>Mr. O'Farrell stated that they returned to St. Anthony to implement Food Stamps in a Day. Tomorrow is Project Connect. Later this month they will go to Hamilton Family Center and Episcopal Sanctuary.</p>	None
8. Public Comment	None.	None

San Francisco Food Security Task Force

Minutes from October 4, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Adjournment	<p>Ms. Quaintance stated that she would like to form new subcommittees for the TF, which may include the following: Food Security Council, Advocacy/Legislative/Policy, Outreach/Media/Communications, and Programmatic.</p> <p>The next meeting will be held on Wednesday, November 1, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quaintance adjourned the meeting at 3:25pm.</p>	None



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, November 1, 2006 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from October 4, 2006 [Discussion Item and Possible Action Item]

3. Briefing on meeting with Supervisor Maxwell to discuss strategic plan [Discussion Item and Possible Action Item]

a. Public comment

4. Review final recommendations from the Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]

a. Public comment

5. Presentation to the Board of Supervisors [Discussion Item and Possible Action Item]

a. Public comment

6. Update Board of Supervisor "Checklist/Guide" [Discussion Item and Possible Action Item]

a. Public comment

7. Update on meetings with stakeholders [Discussion Item and Possible Action Item]
 - a. Public comment
8. Discussion of new Task Force Subcommittees [Discussion Item and Possible Action Item]
 - a. Public comment
9. Public Comment
10. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

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San Francisco Food Security Task Force

Minutes from November 1, 2006
1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Daisy Anarchy, Paula Hamilton, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quaintance, and Christine Wong Mineta

Public: Marguerite Nowak, Leah Rinkus, and Rick Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:39pm by Ms. Quaintance, Chair of the Food Security Task Force (TF). Ms. Quaintance announced that this meeting would be Rick Smith's last meeting as Consultant to the Task Force.	None.
2. Approval of Minutes from October 4, 2006	Minutes from October 4, 2006 were unanimously approved. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Priestley.	Ms. Wong Mineta will post approved minutes.
3. Briefing on meeting with Supervisor Maxwell to discuss strategic plan	<p>Ms. Albert and Ms. Quaintance met with Supervisor Maxwell and her Aide, Connie Chan on October 13, 2006. Ms. Quaintance discussed highlights from the meeting:</p> <ul style="list-style-type: none"> Supervisor Maxwell was very supportive of the TF and expressed her commitment to food security. Supervisor Maxwell was very excited about school lunch and breakfast, and school district programs in general. She was interested in securing more funds for these programs. Supervisor Maxwell commended the Food Stamp Program for their recent grant award and the TF for it's role in assisting in the process. She said that the special recognition that she will be giving to the TF was key to promoting the TF. The subject of older adults was discussed and how Supervisor Maxwell could assist with starting up a research project. Supervisor Maxwell stated that the Food Security Council may be preliminary and that this recommendation should be revisited in a year or two. She suggested that the TF meet for another year or two in its current state. 	

San Francisco Food Security Task Force

Minutes from November 1, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Ms. Chan informed Ms. Quintance that after Supervisor Maxwell's special recognition presentation on Tuesday, November 7, 2006, the TF will have an opportunity to make a brief presentation. At this time, Ms. Quintance will announce that the TF is ready to share the strategic plan with the Board of Supervisors upon invitation to present. Supervisor Maxwell requested to see the TF's full presentation prior to presenting to the full Board of Supervisors. Supervisor Maxwell suggested omitting the Food Security Council from the strategic plan at this time. <p>Public Comment: None</p>	<p>Ms. Quintance will send the TF a draft of what she will state after she accepts the recognition on behalf of the TF.</p>
<p>4. Review final recommendations from the Food Security Task Force Strategic Plan</p>	<p>Comments on the Executive Summary of the Food Security Task Force Strategic Plan included:</p> <ul style="list-style-type: none"> Ms. Priestley suggested that the TF write into the plan that we would evaluate ourselves on an annual basis and on this evaluation consider alternative governing structures including the Food Security Council. Mr. O'Farrell stated that the executive summary in the strategic plan is a "living document" and that it would have to change with political realities and programmatic changes Mr. O'Farrell- 2nd to last paragraph on first page of executive summary- change to "federal grant to increase access to and participation in" Ms. Priestley- last paragraph on the first page- add the school district Mr. Smith- consider combining the last two paragraphs, replace "resolvable situations" with something more direct Ms. Anarchy- recommends renumbering the recommendations in the following order 4, 2, 1, 3, 5 Ms. Novak (guest) suggested to keep #1 as it stands because it also includes online enrollment of school lunch and breakfast 	<p>Any final comments on the strategic plan, including the executive summary, should be sent to Ms. Wong Mineta by Friday, November 17th. All TF members should respond to Ms. Wong Mineta regardless if they have changes.</p>

San Francisco Food Security Task Force

Minutes from November 1, 2006
 1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Other comments:</p> <ul style="list-style-type: none"> Ms. Anarchy recommended adding strategizing on how to get SFUSD on board on a regular basis and to participate on the December agenda. Ms. Quaintance suggested adding a discussion on general participation of TF members on the December agenda. Mr. O'Farrell also suggested to discuss succession planning at the next TF meeting. Ms. Prestley reminded the group that the TF members are spelled out in the original legislation, so when we extend the TF this can be part of the extension legislation. We should be clear on what we want to ask for. Ms. Rimkus (guest) stated that a meeting she attended discussed a Mayor's directive around attendance policy for commissions and councils. She will inquire about this and inform the TF of her findings. Ms. Quaintance stated that she spoke to MOC and someone was supposed to attend the TF meeting today. Ms. Hamilton reminded the TF that sitting on the TF is a directive from the Board, it is not a choice. <p>Comments on the general Food Security Task Force Strategic Plan included:</p> <ul style="list-style-type: none"> Ms. Quaintance stated to read over the plan closely, including looking for typos. Friday, November 17th will be the last day to make any edits. The plan will be bound after this date. The TF will include a biography in the document. Individuals and organizations that have participated in the creation of the strategic plan will be acknowledged in the document. Ms. Wong Mineta will take the lead on this. Ms. Wong Mineta will design a cover for the strategic plan, which may include the City seal. 	<p>All TF members should send Ms. Wong Mineta a brief bio to include in the document.</p>
	<p>Public Comment: Public comments are incorporated above.</p>	

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San Francisco Food Security Task Force

Minutes from November 1, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
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Public Comment: Public comments are incorporated above.



San Francisco Food Security Task Force

Minutes from November 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Presentation to the Board of Supervisors	<p>The TF reviewed a draft of the Resolution that will be presented to them on Tuesday, November 7, 2006 in the Board Chambers. All TF members who attend should approach the podium and accept the Resolution. Ms. Quintance will announce at this time that the TF is ready to present to the full board.</p> <p>Mr. O'Farrell will ask Ylonda if she is available to assist with developing a powerpoint presentation. Ms. Novak (guest) will work with Ylonda on a 10-15 minute presentation for the Board of Supervisors. Ms. Quintance stated that it is likely that the presentation for the Board will occur in either January or February.</p> <p>Public Comment: None.</p>	<p>Ms. Quintance will give Ms. Wong Mineta a more recent strategic plan to send electronically to the TF.</p>
6. Update Board of Supervisor "Checklist/Guide"	<p>Comments regarding the "Board of Supervisors Action Items" included:</p> <ul style="list-style-type: none"> Ms. Novak noted changes on this version based on previous meeting's comments and other suggestions. Mr. O'Farrell recommended changing under financial impact, "... a \$1.84 in economic activity is generated" There was a discussion to include that the Board support State legislative efforts. Ms. Rimkus suggested rewriting the financial impact section regarding generating additional revenue (under School Lunch) to a more if X, then Y statement.- Pg. 3 Ms. Rimkus suggested including the Superintendents with Board of Education under Action Items in the National School Lunch & School Breakfast Program.- Pg. 3 <p>Comments regarding the "Government-Funded Nutrition Program Reference Guide" included:</p> <ul style="list-style-type: none"> Mr. O'Farrell- Pg. 1, under Food Stamp Program- CDEs should be changed to CDSS Ms. LeClair- Pg. 3, under WIC- should read, "... from families with an income 	<p>Comments on "Board of Supervisors Action Items" and "Government-Funded Nutrition Program Reference Guide" should be received by Ms. Wong Mineta by November 17, 2006. Changes should be made on a hardcopy and faxed</p>

San Francisco Food Security Task Force

Minutes from November 1, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	at or below 185%". This should also be reflected in the other programs. Public Comment: Public comments are incorporated above.	
7. Update on meeting with stakeholders	The TF updated the group on the status of contacting stakeholders on the "Schedule of Key Stakeholders Meeting" list. Public Comment: None	TF members who have not spoken and received feedback from their designated stakeholder should complete their meetings within the next month.
8. Discussion of new Task Force Subcommittees	Ms. Quintance stated that she would like the TF to develop new subcommittees which would start in January 2007. The subcommittees will be finalized and the recruitment of members will be discussed at the next TF meeting. Ms. Anarchy suggested setting a regular meeting time for each subcommittee at our next TF meeting. Ms. Quintance would like the subcommittees to include non-Task Force members. She would like to invite other key stakeholders who are not voting members to participate on the subcommittees. She suggested that non-voting members be considered as possible chairs for a subcommittee. Ms. Priestley reminded the TF that the subcommittees are under the Sunshine Law and that each group has to ensure that there is someone designated to write and post the agendas and take the minutes. Ms. Quintance suggested the following subcommittees: Advocacy, School Nutrition, Older Adults, and PR/Outreach.	
	Mr. O'Farrell stated that the TF is considered the oversight body for the Food Stamp Access and Demonstration Grant. He asked that this item be a regular reoccurring agenda item to report on the grant's activities on a monthly basis. Ms. Anarchy suggested having a subcommittee directly related to the grant, in which Mr. O'Farrell	

San Francisco Food Security Task Force

Minutes from November 1, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>agreed. This will be called the Food Stamp Access and Participation Grant Subcommittee.</p> <p>The TF agreed to discuss the following subcommittees further at the next TF meeting:</p> <ul style="list-style-type: none"> • Advocacy (policy & legislation) • Child Nutrition • Older Adults • Public Relations/Outreach • Food Stamp Access and Participation <p>Ms. Priestley suggested that Ms. Quaintance write up a description of what each committee should look like, how often they should meet, their scope and responsibilities, and expectations.</p> <p>Ms. Quaintance stated that she would like to invite stakeholders to join the subcommittees as non-voting members. She anticipates that the new subcommittees will formally begin meeting in January.</p> <p>Public Comment: Public comments are incorporated above.</p>	
9. Public Comment	None	
10. Adjournment	<p>The TF discussed participation in TF meetings. Ms. Quaintance stated that MOCD designate a representative who was supposed to attend the meeting today. She will follow-up with MOCD. She stated that she will also contact Ms. Fromer regarding her absence at meetings.</p> <p>The next meeting will be held on Wednesday, December 6, 2006 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quaintance adjourned the meeting at 3:24pm.</p>	<p>Ms. Quaintance will contact MOCD about their representative and Ms. Fromer about their participation on the TF.</p>





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, December 6, 2006 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Darryl Smaw
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from November 1, 2006 [Discussion Item and Possible Action Item]

3. Attendance Policy for Task Force Members and Succession Planning [Discussion Item and Possible Action Item]

a. Public comment

4. Recap of presentation of a Resolution to the Food Security Task Force [Discussion Item and Possible Action Item]

a. Public comment

5. Review Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]

a. Public comment

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6. Update on presentation to the Board of Supervisors [Discussion Item and Possible Action Item]
 - a. Public comment
7. Review "Board of Supervisors Action Items" [Discussion Item and Possible Action Item]
 - a. Public comment
8. Review "Government-Funded Nutrition Program Reference Guide" [Discussion Item and Possible Action Item]
 - a. Public comment
9. Update on meetings with stakeholders [Discussion Item and Possible Action Item]
 - a. Public comment
10. New Task Force Subcommittees [Discussion Item and Possible Action Item]
 - a. Public comment
11. Update on progress of the Food Stamp Access and Participation grant
 - a. Public comment
12. Public Comment
13. Adjournment

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San Francisco Food Security Task Force

Minutes from December 6, 2006

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, and Christine Wong Mineta

Public: Angelina Cahalan, Paula Jones, Marguerite Nowak, and Leah Rmkus

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Ms. Quintance, Chair of the Food Security Task Force (TF)	None.
2. Approval of Minutes from November 1, 2006	Minutes from November 1, 2006 were unanimously approved. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. LeClair.	Ms. Wong Mineta will post approved minutes.
3. Attendance Policy for Task Force Members and Succession Planning	<p>The TF reviewed a letter from Mayor Newsom regarding standards for Commissioner attendance at regular Commission meetings and a Sample Attendance Policy, which was provided by the City Attorney's Office to assist the TF in developing their own attendance policy. The TF discussed these documents and how to ensure maximum attendance at monthly meetings.</p> <p>The issue of excused absences vs. non-excused absences and what the process is to replace TF members who no longer actively participate was discussed. Ms. Quintance suggested that individuals with excessive unexcused absences should consider resigning from their appointment in order to allow others who have expressed interest in the TF an opportunity to participate. New appointments can not be made unless filled ones are vacant. TF members decided that if a member cannot attend a meeting, there should be an assigned alternate to attend and vote in their place.</p> <p>Ms. Priestley suggested that Ms. Quintance write a letter to each of the TF members stating their record of attendance for the past year and remind members that gaps in their attendance impacts the functioning of the TF. Alternates should be sent in their place if they cannot attend. Ms. Quintance added that if the appointed member or their alternate cannot attend, Ms. Quintance should be contacted in order to discuss</p>	



APPROVED**San Francisco Food Security Task Force**

Minutes from December 6, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>the matter further.</p> <p>Ms. Priestley made a motion to send a letter to all TF members outlining the attendance policy and requesting that an alternate be appointed. They should also contact Ms. Quaintance if they cannot attend or are no longer interested or able to participate on a regular basis. The letter will also contain a calendar of meeting dates for 2007. Ms. Albert seconded this motion, adding that if TF members know that they will not be able to attend and would have to send an alternate to the majority of meetings, it would be in the TF's interest that the TF member resigns so that another member can be chosen. All TF members were in unanimous agreement of this motion.</p> <p>Ms. Albert suggested one way to get the SFUSD more involved with the TF is to become more active in what they are already doing. Ms. Quaintance suggested holding subcommittee meetings at the School District. Ms. Jones (member of the public) suggested attending the SFUSD School Meals Subcommittee, which meets every other month at Aptos. They may serve as a link to the TF.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Quaintance will send a letter to all TF members regarding their attendance and inquiring about their continued participation on the TF and the new policy about designating an alternate.</p>
4. Recap of presentation of a Resolution to the Food Security Task Force	<p>Ms. Quaintance shared highlights from the Board of Supervisor's presentation of the Resolution to the TF. She distributed copies of the Resolution to the TF.</p> <p>Public Comment: None</p>	None.

San Francisco Food Security Task Force

Minutes from December 6, 2006

1:30pm-3:30pm, City Hall, Room 278

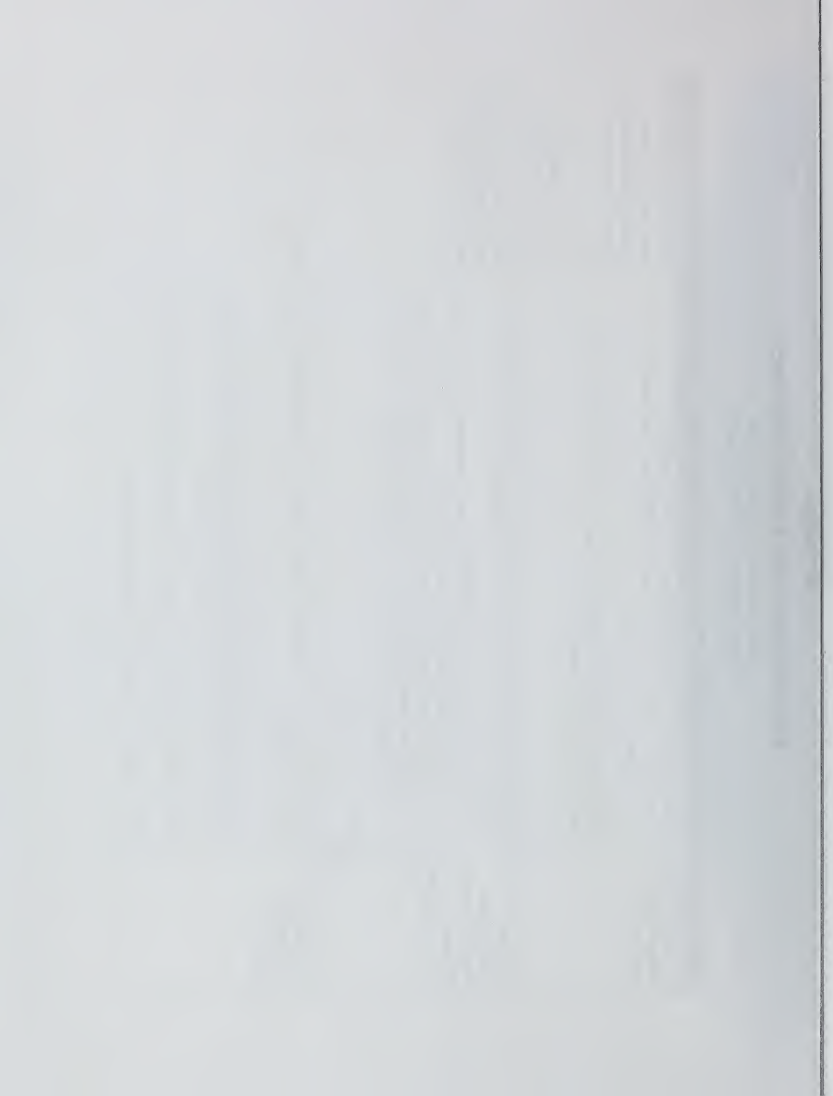
Agenda Topic	Discussion	Action Item
5. Review Food Security Task Force Strategic Plan	<p>The TF reviewed the most recent version of the strategic plan. Ms. Quintance stated that she asked if Supervisor Maxwell's office was able to assist the TF with printing the strategic plan and is waiting for an answer. Mr. O'Farrell stated that he would check with his department to see if they are able to assist with printing.</p> <p>The TF discussed the placeholder title for the strategic plan and decided that the word "hunger" also needed to be included. Mr. O'Farrell moved to change the title of the strategic plan to, "Food Security For All: A Strategic Plan to End Hunger in Our City." Ms. Priestley seconded the motion. All TF members unanimously approved the change.</p> <p>Comments to the Food Security Task Force Strategic Plan included:</p> <ul style="list-style-type: none"> • Page 17, "Labor" be changed to "Cost of Living", Change first sentence to "Wages in San Francisco are higher because the cost..." Ms. Anarchy • Move "Low Reimbursement Rates" under "Cost of Living" Next should be the last paragraph starting with, "Students whose families fell..." followed by, "Given San Francisco's high cost of living..." "Missing Meal Applications" goes next, followed by, "Co-Pay for Reduced-Price Meals." - Ms. Jones <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Quintance will follow-up with Ms. Chan to see whether Supervisor Maxwell's office can assist with covering the cost of printing the strategic plan. Mr. O'Farrell will check with his department, too.</p> <p>Ms. Wong and Ms. Nowak will make necessary changes to the strategic plan.</p>
6. Update on presentation to the Board of Supervisors	<p>Ms. Quintance stated that the TF is still pending a date to make their presentation to the Board of Supervisors. Yonda and Marguerite will develop the powerpoint presentation. Ms. Quintance suggested doing a "dry run" of the presentation at our next meeting. TF members will present on their individual programs. Ms. Priestley suggested including photographs in the powerpoint presentation. Ms. Quintance said that she will request the maximum time allotted for presentations.</p> <p>Public Comment: None</p>	<p>Ms. Quintance will follow-up with Supervisor Maxwell's Aide, to confirm a presentation date.</p> <p>All members will get a copy of the powerpoint presentation.</p>

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San Francisco Food Security Task Force

Minutes from December 6, 2006
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Review "Board of Supervisors Action Items"	<p>Comments on the "Board of Supervisors Action Items" included:</p> <ul style="list-style-type: none"> Page 1: "CDE" should be changed to "CDSS," change reference #2 on the bottom, too- Mr. O'Farrell <p>Public Comment: Ms. Jones suggested including more about the CACFP in the summary and the action items list.</p>	<p>Ms. Nowak (member of the public) and Ms. Wong Mineta will make necessary changes to the strategic plan.</p> <p>Ms. Nowak will include more on CACFP in the document</p>
8. Review "Government-Funded Nutrition Program Reference Guide"	<p>Comments on the "Government-Funded Nutrition Program Reference Guide" included:</p> <ul style="list-style-type: none"> Page 3, under Food Security Task Force Goal: "administrative costs" should be changed to "nutrition services" cost- Ms. LeClair Page 2, under Summer Food Services Program: more clearly state that 9,092 of eligible students is the total number of meals served per day for the month of July. Clearly define which students are eligible - Ms. Albert <p>Public Comment: None</p>	<p>Ms. Nowak and Ms. Wong Mineta will make necessary changes to the strategic plan.</p>
9. Update on meetings with stakeholders	<p>Mr. O'Farrell stated that the Hunger Task Force requested copies of the TF's strategic plan once completed.</p> <p>Ms. Nowak met with Supervisor McGoldrick. She also met with President Norman Yee and Commissioner Jill Wynns from the SFUSD Board of Education. Ms. LeClair stated that the SFDPH has provided feedback on the plan.</p> <p>Mr. O'Farrell suggested meeting with the newly elected Board of Supervisor in January.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>None.</p>

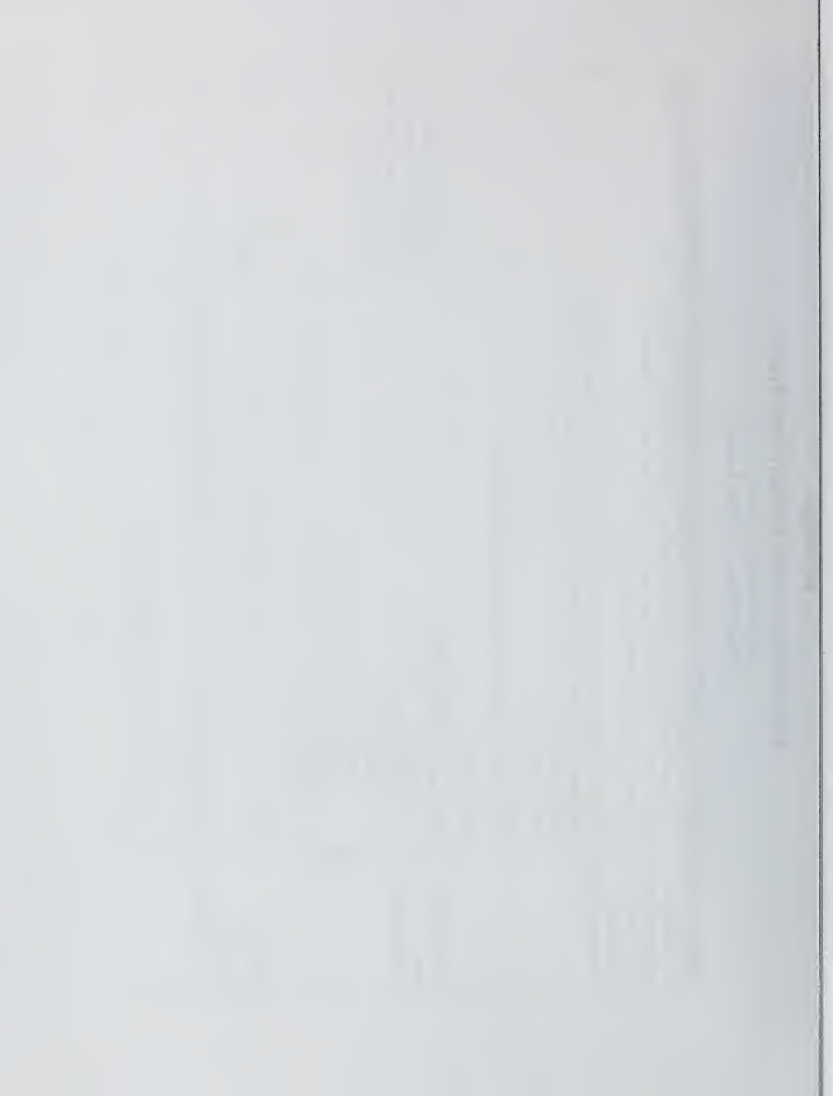


San Francisco Food Security Task Force

Minutes from December 6, 2006

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
10. Update on progress of the Food Stamp Access and Participation Grant	<p>Mr. O'Farrell thanked the TF for their energy, ideas, and synchronicity, in developing the Food Stamp Access and Participation Grant. Interviews were held yesterday and he hopes to select a Food Stamp Manager soon.</p> <p>There is a Steering Committee that meets once a week and subcommittees to help drive the change. A presentation will be given by a Wisconsin state representative to find out how they have developed an access plan where people get screened and can apply for food stamps on line.</p> <p>The TF should be able to see some deliverables by May/ June.</p> <p>Public Comment: None</p>	None.
11. New Task Force Subcommittees	<p>Subcommittees discussed included:</p> <ul style="list-style-type: none"> • Advocacy • Child Nutrition • Older Adults • Public Relations/Outreach • Food Stamps Access & Participation • Strategic Linkages <p>Public Comment: None</p>	TF members will select which Subcommittee(s) they would like to participate on at the next meeting.
12. Public Comment	None	None
13. Adjournment	<p>The next meeting will be held on Wednesday, January 3, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quintance adjourned the meeting at 3:12pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

SPECIAL MEETING

Wednesday, January 3, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

DOCUMENTS DEPT.

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AGENDA

12-19-06 PM 4:25 MZVP

1. Call to Order

Libby Albert
Daisy Anarchy
Gina Fromer
Paula Hamilton
Maria LeClair
Leo O'Farrell

Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole
Ed Wilkins
MOCD Representative (TBA)

2. Approval of Minutes from December 6, 2006 [Discussion Item and Possible Action Item]

3. Update on City Nutrition Programs [Discussion Item and Possible Action Item]

a. Public comment

4. Mock/Practice Presentation of Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]

a. Public comment

5. Finalizing New Task Force Subcommittees and Vote [Discussion Item and Action Item]

a. Public comment

6. New Subcommittee Breakout Sessions [Discussion Item and Possible Action Item]

a. Public comment

35
F70
#1
1/3/07
Special

7. Update on Progress of the Food Stamp Access and Participation Grant [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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554-7724

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APPROVED

San Francisco Food Security Task Force

Minutes from January 3, 2007

1:30pm-3:30pm, City Hall, Room 278

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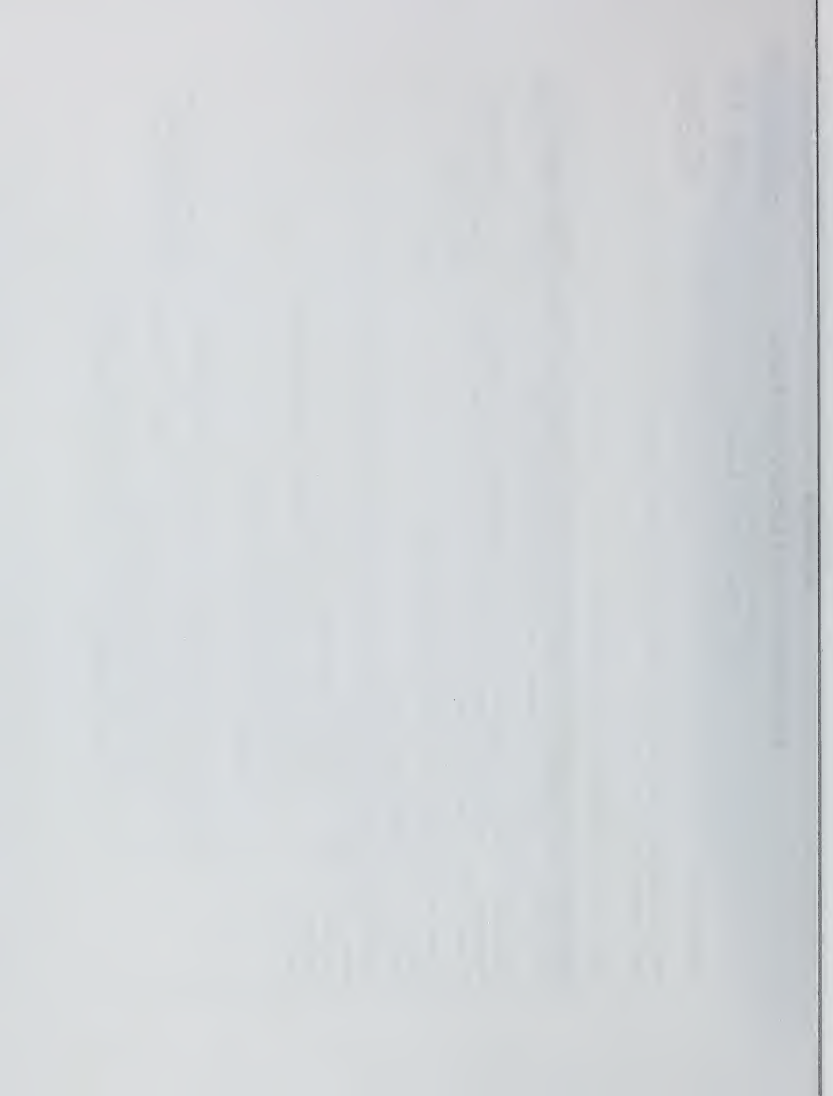
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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Bruce Ito, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quaintance, and Christine Wong Mineta

Public: Angelina Cahalan, Paula Jones, and Marguerite Nowak

Agenda Topic	Discussion	Action Item
1. Call to Order	1:37pm by Ms. Quaintance, Chair of the Food Security Task Force (TF).	None
2. Approval of Minutes from December 6, 2006	Minutes from December 6, 2006 were unanimously approved with one change requested by Ms. Fromer. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Fromer.	Ms. Wong Mineta will make requested change and post approved minutes.
3. Update on City Nutrition Programs	There were no updates on City nutrition programs. Public Comment: None	None
4. Mock/Practice Presentation of Food Security Task Force Strategic Plan	The TF agreed that those listed below will present on the following program to the Board of Supervisors: <ul style="list-style-type: none">Ed Wilkins- SFUSD's Student Nutrition ServicesMaria LeClair- Women, Infants and Children Supplemental Nutrition ProgramLeo O'Farrell- Food Stamp ProgramLibby Albert- Child and Adult Care Food ProgramMarguerite Nowak- 2007 Farm Bill Ms. Nowak reviewed the presentation slides with the TF. Comments regarding the mock/practice presentation included: <ul style="list-style-type: none">Ms. Quaintance will review the final presentation with Supervisor Maxwell prior to presenting to the full Board of Supervisors.The TF should be prepared to answer any questions that the Board may have, including having appropriate person(s) present to respond to the questions.	Ms. Nowak will incorporate the TF's suggested changes to the presentation slides.



APPROVED

San Francisco Food Security Task Force

Minutes from January 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> The Board of Supervisors should receive both a copy of the slides and the strategic plan prior to the presentation. Update numbers/data on the strategic plan, whenever available and possible. Send out a press release from Supervisor Maxwell's office. The Food Bank may have a story to include in this press release. Include a contact list at the back of the strategic plan. <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Wong Mineta will add a contact list of all TF members at the back of the final strategic plan.</p>
<p>5. Finalizing New Task Force Subcommittees and Vote</p>	<p>The TF discussed and voted on new Subcommittees, which will now be called Working Groups. Ms. Quaintance proposed that the Working Groups meet during regular monthly TF meetings in order to reduce the number of meetings. Working Groups may also hold additional meetings outside of the monthly TF meeting; however, a separate agenda and minutes need to be posted according to the Sunshine Law.</p> <p>Ms. Albert made a motion to form the Advocacy, Child Nutrition and Food Stamps/Public Relations Working Groups, which was seconded by Ms. Priestley. The motion was unanimously approved, with the understanding that an Older Adult Working Group would be formed at a later date.</p> <p>TF members and members of the public selected the following Working Group to participate on:</p> <ul style="list-style-type: none"> Advocacy- Mr. Ito, Ms. Priestley (members of the public: Ms. Cahalan, Ms. Jones, and Ms. Nowak) Child Nutrition- Ms. Albert, Ms. LeClair, and Mr. Thole Food Stamps/Public Relations- Ms. Anarchy, Ms. Fromer, Mr. O'Farrell, Ms. Quaintance, and Mr. Stewart <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Wong Mineta will confirm with the City Attorney's Office that holding Working Groups during full TF meetings is allowable.</p>

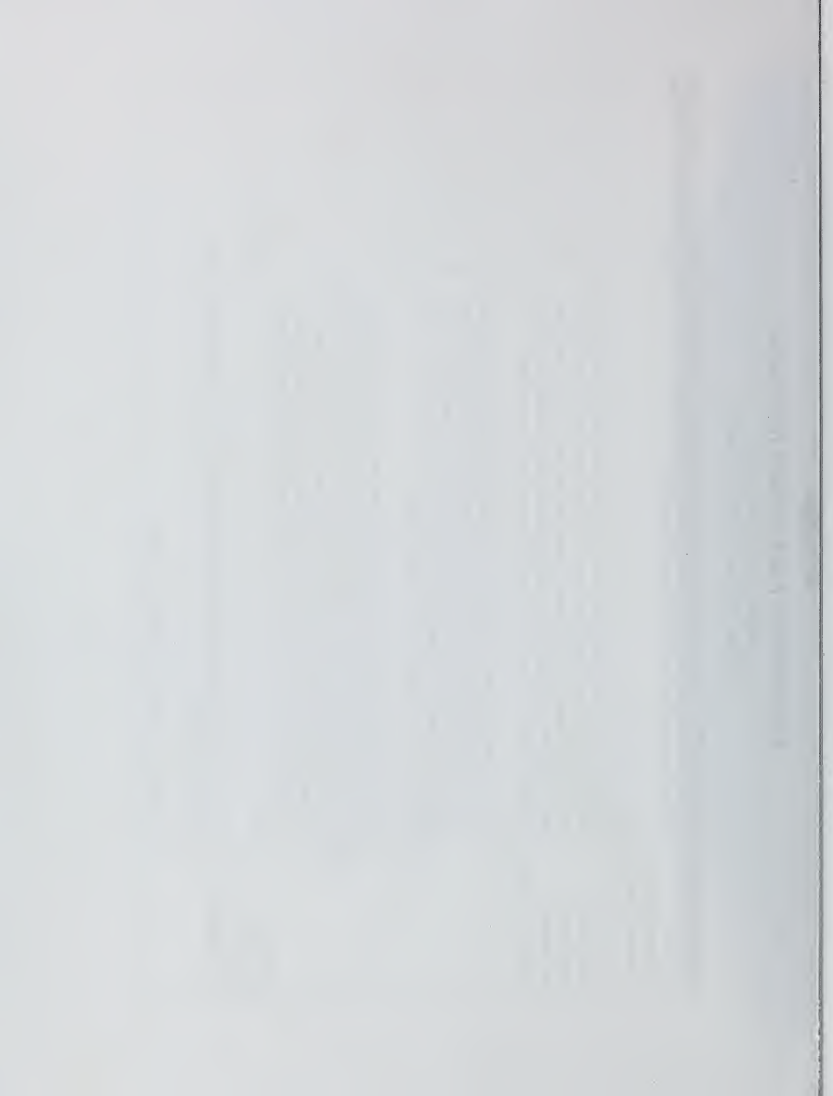


APPROVED**San Francisco Food Security Task Force**

Minutes from January 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. New Subcommittee Breakout Sessions	This item was postponed until the February TF meeting. Public Comment: None	None
7. Update on Progress of the Food Stamp Access and Participation Grant	<p>The Food Stamp Program has selected a new staff analyst to assist with working on the Food Stamp Access and Participation grant, in particular working on developing the Faith and Community based component. Tiana Wertheim starts 1/29/07 and comes with a background working for HSA, GoodWill and in various consultant capacities around work force development and work supports for low income families.</p> <p>The Food Stamp Program is in process of contracting with inTelegy, a corporation that has set up or is in the process of rolling out customer support call centers in five Bay Area counties (San Mateo, Santa Clara, Santa Cruz, Contra Costa and Solano). If the contract is approved by the Human Services Commission, work could start as early as February and should result in early fall implementation.</p> <p>Mr. O'Farrell met with Jessica Bartlow of the California Association of Food Banks and the Consortium IV (C-IV) is a collaboration between four counties and Accenture corporation that operates welfare computer systems) which also received a Food Stamp Access and Participation grant to build a web application. They have discussed possible collaboration instead of San Francisco developing their own web application. A meeting is set for 2/13/07 to see the C-IV demo and try to make a final decision.</p>	
8. Public Comment	None	None
9. Adjournment	<p>The next meeting will be held on Wednesday, February 7, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quintance adjourned the meeting at 3:30pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

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Wednesday, February 7, 2007 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

01-26-07 10:05:00 AM

- SF
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#1
2/7/07
1. Call to Order
 - Libby Albert
 - Daisy Anarchy
 - Gina Fromer
 - Paula Hamilton
 - Bruce Ito
 - Maria LeClair
 - Leo O'Farrell
 - Gail Priestley
 - Anne Quaintance
 - Dennis Stewart
 - Timothy Thole
 - Ed Wilkins
 2. Approval of Minutes from January 3, 2007 [Discussion Item and Possible Action Item]
 3. Update on City Nutrition Programs [Discussion Item and Possible Action Item]
 - a. Public comment
 4. Mock/Practice presentation of Food Security Task Force Strategic Plan [Discussion Item and Possible Action Item]
 - a. Public comment
 5. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Nomination and Voting on Chair*
[Discussion Item and Possible Action Item]
 - II. *Identify priorities for 2007*
[Discussion Item and Possible Action Item]

- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Nomination and Voting on Chair*
[Discussion Item and Possible Action Item]
 - II. *Identify priorities for 2007*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - C. Food Stamp/Public Relations Working Group
 - I. *Nomination and Voting on Chair*
[Discussion Item and Possible Action Item]
 - II. *Identify priorities for 2007*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - 6. Task Force Subcommittees breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp/Public Relations Working Group*
 - D. *Public comment*
 - 7. Discussion of succession planning and selecting alternates [Discussion Item and Possible Action Item]
 - a. Public comment
 - 8. Update on Progress of the Food Stamp Access and Participation Grant [Discussion Item and Possible Action Item]
 - a. Public comment
 - 9. Public Comment
 - 10. Adjournment

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San Francisco Food Security Task Force

Minutes from February 7, 2007

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Jacqueline Battle, Gina Fromet, Bruce Ito, Loretta Lee, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quantance, Timothy Thole, and Christine Wong Mineta

Public: Angelina Cahalan, Marguerite Nowak, and Tana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:31pm by Ms. Quantance, Chair of the Food Security Task Force (TF). The TF welcomed two new members: Jacqueline Battle, who will be replacing Paula Hamilton from the Recreation and Park Department, and Loretta Lee, who will be replacing Ed Wilkins from Student Nutrition Services, SFUSD.	None
2. Approval of Minutes from January 3, 2007	Minutes from January 3, 2007 were unanimously approved. Ms. Fromet moved to approve the minutes, which were seconded by Ms. LeClair.	Ms. Wong Mineta will make requested change and post approved minutes.
3. Update on City Nutrition Programs	Ms. Lee gave an update on Balboa's Grab and Go breakfast which started a few months ago. Another station was set up last week in front of the main door. There were approximately 70 participants in the breakfast program last year. Since implementing Grab and Go, rates increased from 150 participants to approximately 250 participants after the new station was set up outside the main door. In March, the SFUSD anticipates providing a salad bar and offering multiple entrées at Balboa High School. One will be a vegetarian entrée. Ms. Albert, Ms. Quantance and Paula Jones (public) attended the Food Committee of the Nutrition and Physical Activity Committee, which is headed by the SFUSD. Ms. Albert stated that Sean Elsbernd's office created an ordinance to keep the catering trucks at least 1,500 feet away from public middle and high schools. A presentation was made to the Youth Commission to inform them of the impact of the catering trucks on	None



San Francisco Food Security Task Force

Minutes from February 7, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Student Nutrition Services. It was voted 10:6 in support of the ordinance.</p> <p>Ms. Novak (public) stated that the President's budget came out on Monday and announced that the Commodity Supplemental Food Program (CSFP) would be eliminated in 2008. Ms. LeClair added that the President's budget is trying to cap WIC at 25% administrative costs. The President did give an extra \$500 million, however it is still not enough for the flat funding WIC has had in the past years.</p> <p>Mr. Thole stated that Food and Nutrition Services at USDA also proposed to eliminate CSFP. He suggested thinking of alternatives should CSFP be eliminated.</p> <p>Ms. Albert stated that there is an Anti-Hunger Conference (FRAC) in Washington DC at the end of February that she and a couple of others will be attending. Ms. Albert has been invited to participate on a panel on Creative Partnerships. She will be making legislative visits while in DC to work on the issue of reimbursement rates in regards to the high cost of living in San Francisco.</p> <p>Public Comment: Public comments are incorporated above.</p>	
<p>4. Mock/Practice Presentation of Food Security Task Force Strategic Plan</p>	<p>Ms. Quintance suggested that the Tf members who will be presenting to the Board of Supervisors get together to practice the presentation separate from the full Tf meeting. Tf members who will be presenting include: Ms. Albert, Marguerite Novak (public), Leo O'Farrell, Ms. LeClair, Mr. Wilkins, and Ms. Quintance</p> <p>Connie Chan, legislative aide to Supervisor Maxwell, will introduce the 1STf's strategic plan next Tuesday and ask for a hearing. Most likely it will get referred to one of the following committees: City and School Committee, Budget Committee or the Operations and Neighborhood Services Committee. We are still anticipating a confirmed date for the Tf's presentation.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Please send any additional changes to the presentation slides to Marguerite Novak</p> <p>Ms. Wong Mineta will request the strategic plan be posted on the DPH website.</p>

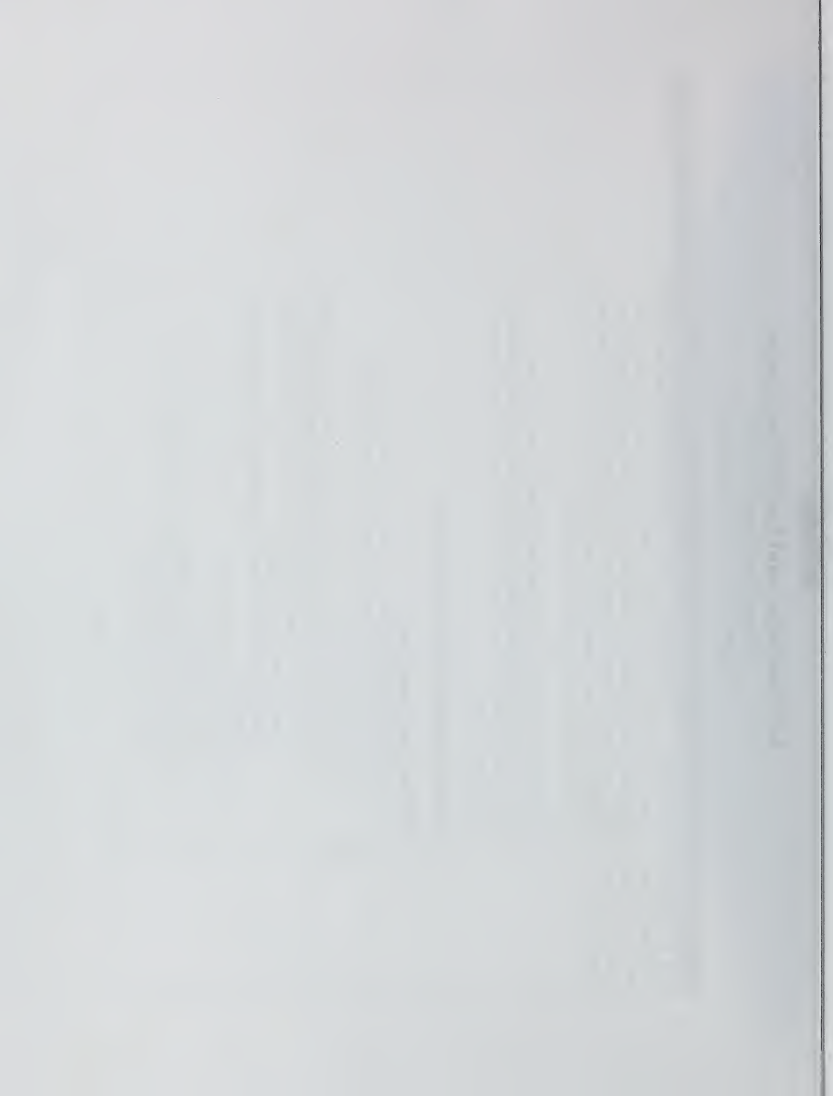


San Francisco Food Security Task Force

Minutes from February 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>5. & 6. Task Force Working Group breakout sessions & report back to full Task Force</p>	<p>Ms. Quintance recommended creating a Food Stamp/Older Adults Working Group in lieu of the Food Stamp/Public Relations Working Group. Since all groups should be working on public relations, it should be taken out of the working group's name. Mr. O'Farrell made a motion to change the name of Food Stamps/Public Relations Working Group to Food Stamps/Older Adults Working Group. Ms. LeClair seconded the motion. The motion was unanimously approved.</p> <p>Ms. Wong Mineta reminded the Working Groups that they must all follow the Sunshine Law, including only discussing items listed on their set agenda. Minutes will be reported by a Working Group member and recorded by Ms. Wong Mineta and included in the minutes.</p> <p><i>REPORTING BACK TO FULL TASK FORCE:</i></p> <p><u>Child Nutrition Working Group</u></p> <p>I. Ms. Albert and Ms. LeClair were nominated and voted unanimously as Co-Chairs. Members include: Ms. Albert, Ms. LeClair, and Mr. Thole</p> <p>II. Priorities for 2007 included:</p> <ol style="list-style-type: none"> 1. advocating for free and reduced price application parity for San Francisco 2. advocating for allowing free and reduced price application documents to be sent in the summer time to parents and returned with other emergency documents prior to school starting 3. marketing the summer food service program citywide to get more kids to existing sites <p>III. Agenda for next meeting will include:</p> <ol style="list-style-type: none"> 1. update on priorities 2. develop strategies in the workplan 3. report back from the Food Committee of the SFUSD 4. update on food related meetings 	



San Francisco Food Security Task Force

Minutes from February 7, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Food Stamp/Older Adults Working Group</p> <p>I. Mr. O'Farrell was nominated and voted unanimously as Chair. Members include: Ms. Anarchy, Ms. Fromer, Mr. O'Farrell, Ms. Quaintance, and Mr. Stewart (member of the public: Tana Wertheim)</p> <p>II. Priorities for 2007 included:</p> <p><i>Older Adults</i></p> <ol style="list-style-type: none"> 1. get involvement from the Department of Aging and Adult Services (DAAS) 2. waiting list for senior nutrition programs for home delivered meals for older adults and disabled adults 3. people who receive SSI can't get food stamps in California <p><i>Food Stamp</i></p> <ol style="list-style-type: none"> 1. Farm Bill issues (i.e. cap on immigrants, healthy fruits and vegetables, restrictive personal property limits for food stamp households, healthy fruits and vegetables not being funded, and local issues and waivers. <p>III. Agenda for next meeting will include:</p> <ol style="list-style-type: none"> 1. ask DAAS to give presentation on the demographics of older adults and set agenda to address other issues that effect older adults 2. Farm Bill update 3. update on Food Stamp Access and Participation Grant <p>Advocacy</p> <p>I. Marguerite Nowak (member of the public) from the San Francisco Food Bank was nominated and voted unanimously as Chair. Members include: Mr. Ito and Ms. Priestley (member of the public: Angelina Cahalan, Paula Jones, and Marguerite Nowak)</p> <p>II. Priorities for 2007 included:</p> <ol style="list-style-type: none"> 1. Federal- President's proposal to eliminate CSFP, Farm Bill, working on parity, and funding caps 2. State- legislation reducing requirements for food stamps, coordinating student nutrition requirements 	<p>Ms. Nowak will draft a legislative agenda for the Working Group.</p>



San Francisco Food Security Task Force

Minutes from February 7, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>3. Locally- work with City's lobbyists on these issues, urge Board of Supervisors and others to pass resolutions or legislation outlined in the strategic plan</p> <p>III. Agenda for next meeting will include:</p> <ol style="list-style-type: none"> 1. update and revise legislative priorities 2. identify emerging issues and opportunities 3. follow-up with action plan <p>The TF discussed communication among the group should an urgent legislative issue arise. Ms. Nowak suggested that she contact Ms. Quantance and request her assistance in taking appropriate action on behalf of the TF should the need arise. Ms. Fromer made a motion to request that Ms. Quantance be asked in emergency situations to step in and represent the Task Force, which includes receiving notification of urgent action items. The motion was seconded by Ms. Priestley and passed unanimously.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Nowak will see if the U.S. Conference of Mayors could draft a letter opposing the cuts to CSFP.</p> <p>Ms. Nowak will send e-mail updates on legislation.</p>
7. Discussion of succession planning and selecting alternates	<p>As a follow-up to a letter on succession planning and selecting alternates, TF members were asked to designate a representative to attend TF meetings in their absence. A sheet to include contact information for their alternate was circulated.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>TF members should forward their alternate's contact information to Ms. Wong Mineta if they have not already done so.</p>
8. Update on Progress of the Food Stamp Access and Participation Grant	<p>Mr. O'Farrell stated that Ms. Wertheim was hired two weeks ago to carry out the vision of the Food Stamp Access and Participation Grant. The Human Services Commission approved the contract to hire in Telegy, a corporation that sets up call centers. This will allow the Food Stamp Program the opportunity to expand and serve additional customers. The CalWin information will be immediately available.</p> <p>Ms. Wertheim will work with community based organizations to set up kiosks. A webcam will be installed in her office. Demographics and poverty rates will be evaluated in determining where the kiosks will be set up.</p>	

San Francisco Food Security Task Force

Minutes from February 7, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>The Food Stamp Program is exploring a possible collaboration with Consortium IV. IEAP is also a possibility in helping people apply. The potential of the program is that \$30 million of food stamp benefits could be coming into San Francisco.</p> <p>Ms. Wertheim stated that currently there are 39 other counties using Consortium IV; IEAP would allow one application for food stamps and Medical at the same time. It will take time to develop the software once the developer is selecting. Ms. Albert stated that when people were filling out an application for food stamps, they could be informed that their child is eligible for school meals as well.</p> <p>Public Comment: Public comments are incorporated above.</p>	
9. Public Comment	None	None
10. Adjournment	<p>The next meeting will be held on Wednesday, March 7, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quintance adjourned the meeting at 3:26pm.</p>	None





**San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health**

FOOD SECURITY TASK FORCE

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 - Daisy Anarchy
 - Jacqueline Battle
 - Gina Fromer
 - Bruce Ito
 - Maria LeClair
 - Loretta Lee
 - Leo O'Farrell
 - Gail Priestley
 - Anne Quaintance
 - Dennis Stewart
 - Timothy Thole
 2. Approval of Minutes from February 7, 2007 [Discussion Item and Possible Action Item]
 3. Update on City Nutrition Programs [Discussion Item and Possible Action Item]
 - a. Public comment
 4. Update on food related meetings attended by Task Force members
 - a. Public comment
 5. Food Security Task Force Strategic Plan presentation update [Discussion Item and Possible Action Item]
 - a. Public comment
 6. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Update and review legislative priorities*
[Discussion Item and Possible Action Item]
- III. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- IV. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- VI. *Public comment*

B. Child Nutrition Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Update on priorities*
[Discussion Item and Possible Action Item]
- III. *Develop strategies in the work plan*
[Discussion Item and Possible Action Item]
- IV. *Report back from the Food Committee of the SFUSD*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

C. Food Stamp/Older Adults Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Presentation from the Department of Aging and Adult Services*
[Discussion Item and Possible Action Item]
- III. *Farm Bill update*
[Discussion Item and Possible Action Item]
- IV. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

7. Task Force Subcommittees breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]

- A. *Advocacy Working Group*
- B. *Child Nutrition Working Group*
- C. *Food Stamp/Older Adults Working Group*
- D. *Public comment*

8. Public Comment

9. Adjournment

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San Francisco Food Security Task Force

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Minutes from March 7, 2007

APR - 6 2007

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Daisy Anarchy, Jacqueline Bartle, Gina Fromer, Iris Rollins (for Bruce Ito), Loretta Lee, Maria LeClair, Leo O'Farrell, Gail Priestley, Anne Quintance, Timothy Thole, and Christine Wong Mineta

Public: Angelina Cahalan, James Chionsini, Diana Jensen, Marguerite Nowak, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:34pm by Ms. Quintance, Chair of the Food Security Task Force (TF). Ms. Rollins represented Bruce Ito at this meeting. Members of the public introduced themselves.	None
2. Approval of Minutes from February 7, 2007	Minutes from February 7, 2007 were unanimously approved with one change by Ms. Albert. Mr O'Farrell moved to approve the minutes, which were seconded by Ms. Fromer.	Ms. Wong Mineta will make requested change and post approved minutes.
3. Update on City Nutrition Programs	Ms. Albert stated that the catering truck legislation will be heard in the Government Audits and Oversight Committee on Monday and will move to full vote on Tuesday. Ms. Albert attended the FRAC conference last week and summarized her legislative visits with the offices of Senator Barbara Boxer, Congressman Tom Lantos, Senator Dianne Feinstein, and Congresswoman Nancy Pelosi. Ms. Albert also spoke to someone from the National League of Cities. Ms. Nowak also attended the FRAC conference and met with some of the same people that Ms. Albert spoke to. She discussed the Farm Bill, CSFP, the FSTF and reimbursement rates. Ms. Nowak suggested that the TF focus its efforts on local City lobbyist who are likely to be more responsive than those in D.C. She also highlighted another conference on CSFP she attended.	Ms. Albert will follow up with e-mails to those she visited.
	Mr. O'Farrell stated that he represents the Department of Human Services on the Hunger Task Force, which is a group of Tenderloin food providers who are concerned	

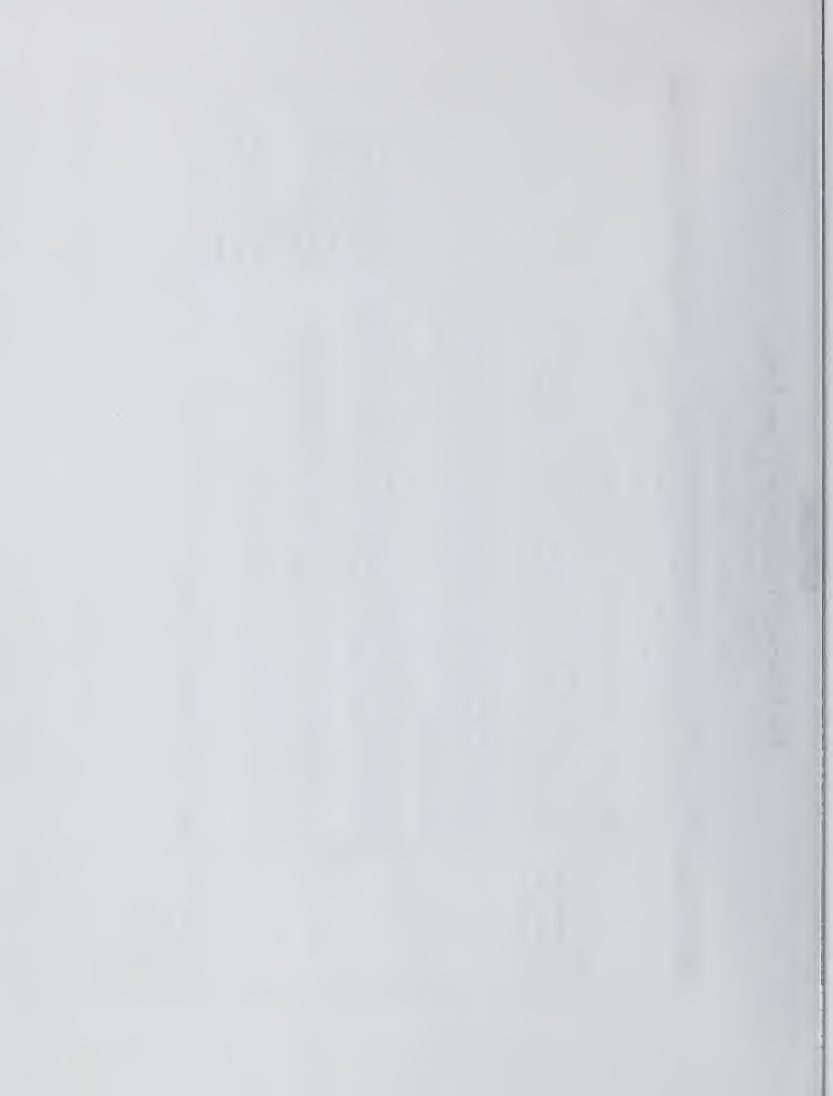


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1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>about getting funding for their issues. Mr. O'Farrell stated that we should keep building a strategic alliance with them to be able to support each other in our efforts.</p> <p>Public Comment: Public comments are incorporated above.</p>	
<p>4. Update on food related meetings attended by Task Force members</p>	<p>Ms. Quintance stated that she spoke about the catering trucks being removed on behalf of the TF. She said that Supervisor Eldsburn and Supervisor Daly called her and were interested in the TF's issues and wanted to hear more about our recommendations.</p> <p>Ms. LeClair stated that the USDA is encouraging people to participate in the State Nutrition Action Plan (SNAP), and more specifically CNAP (County Nutrition Action Plan). One of the goals of CNAP is to get to know each other and promote unified nutrition messages.</p> <p>Ms. Quintance stated that Ms. Wong Mineta will continue to send out the strategic plan and cover letter to TF member's stakeholders and other possible interested parties. She suggested distributing as many as we can in the next two weeks.</p> <p>Ms. Quintance stated that the Human Service Network is interested in having the Food Security Task Force make a presentation about the TF and Food Stamps.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Forward any contact information about individuals who should receive a copy of the strategic plan to Ms. Wong Mineta ASAP.</p> <p>Ms. Wong Mineta will distribute a list of who the report has been sent to so far to TF members.</p>
<p>5. Food Security Task Force Strategic Plan presentation update</p>	<p>This item was not discussed at this meeting.</p>	<p>None.</p>



San Francisco Food Security Task Force

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1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. & 7. Task Force Working Group breakout sessions & report back to full Task Force	<p><u>REPORTING BACK TO FULL TASK FORCE:</u> <u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ul style="list-style-type: none"> I. Approval of minutes from February 7, 2007 <ul style="list-style-type: none"> • Minutes from February 7, 2007 were unanimously approved • Legislative priorities were discussed. Ms. Nowak will update with new information and give to Ms. Wong Mineta to forward to the TF. II. Update and review legislative priorities III. Identify emerging issues and opportunities <ul style="list-style-type: none"> A. Commodity Supplemental Food Program (CSFP)- The President has proposed elimination of the program. The House has until April 15th to write their version of the budget; now is the time to pressure Congress to fully fund the program B. 2007 Farm Bill- we should begin educating our lawmakers about the importance of the Farm Bill and our priorities IV. Set an action plan for the next month <ul style="list-style-type: none"> A. Update TF legislative priorities and ask Ms. Wong Mineta to email out B. Contact Association of Bay Area Governments (ABAG) and ask them to support improving Food Stamps in the Farm Bill, detail the economic benefit of Food Stamps, and possibly request a regional PR Campaign C. Send letters on behalf of the TF to our federal delegation asking them to support saving CSFP and a strong nutrition title in the Farm Bill D. Contact U.S. Conferences of Mayors coordinator regarding a letter from Mayor supporting CSFP E. Contact Board of Supervisors for an ordinance rejecting the elimination of CSFP F. Contact San Francisco's city lobbyist in Sacramento regarding the Task Force's recommendations and strategies V. Set agenda for next meeting <ul style="list-style-type: none"> A. Approval of minutes from March 7, 2007 B. Update and review legislative priorities and status C. Identify emerging issues and opportunities 	



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San Francisco Food Security Task Force

Minutes from March 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>D. Set an action plan for next month</p> <p>E. Set agenda for next meeting</p> <p>F. Public comment</p> <p>VI. Public comment</p> <ul style="list-style-type: none"> • None <p>Child Nutrition Working Group (report given by Ms. LeClair):</p> <p>I. Approval of minutes from February 7, 2007</p> <ul style="list-style-type: none"> • Minutes from February 7, 2007 were unanimously approved <p>II. Update on priorities</p> <p>A. Advocating for free and reduced price application and reimbursement rate parity for San Francisco</p> <ul style="list-style-type: none"> • Ms. Albert is working on it • Will strategize at next meeting <p>B. Advocating for allowing free and reduced price application documents to be sent in the summer time to parents and returned with other emergency documents prior to school starting</p> <ul style="list-style-type: none"> • Ms. Lee will look into when emergency documents get sent out • Mr. Thole will discuss with California Department of Education their opportunity to expand California's definition of when applications can go out to parents since USDA guidelines are broad • San Francisco School Nutrition Services will get updated list of homeless children from the School District on a quarterly basis <p>C. Summer Lunch Program</p> <ul style="list-style-type: none"> • Do assessment to see where gaps exist and work with Park and Recreation • Target west Sunset • Need at least 40 new children to start a site • Recreation Department will identify potential sites in Sunset, Excelsior, and Richmond 	



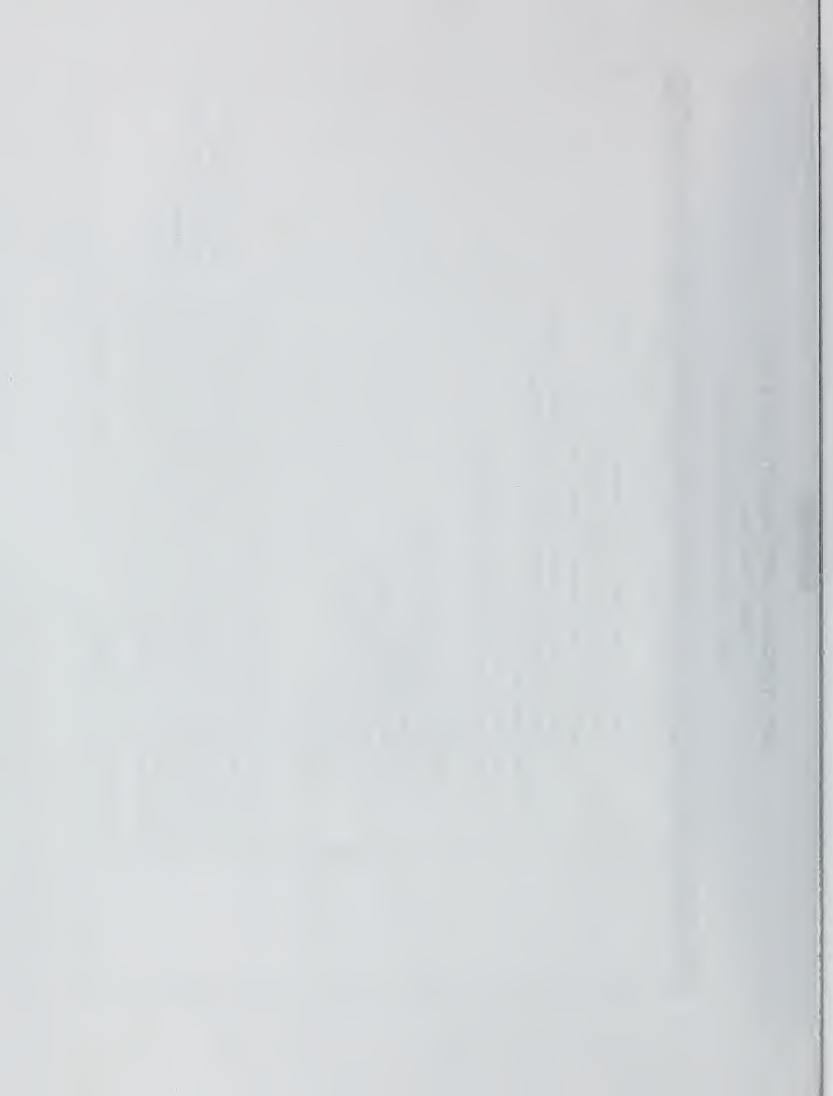
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Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Look for flyers to be printed through donation(s). (Flyer is already designed.) Check with School District to make Summer Lunch part of school day Look for adequate funding to place add on buses Leaflet specific neighborhoods in particular housing units Invite the press to the Board of Supervisor's presentation and do special meeting with them and show how media can help with outreach <p>III. Develop strategies in the work plan</p> <ul style="list-style-type: none"> Strategies are outlined above <p>IV. Report back from the Food Committee of the SFUSD</p> <ul style="list-style-type: none"> None <p>V. Set agenda for next meeting</p> <ol style="list-style-type: none"> Approve minutes from March 7, 2007 Update on priorities Develop strategies for Priority #1 Update on food related meetings Set agenda for next meeting Public comment <p>VI. Public Comment</p> <ul style="list-style-type: none"> None <p>Mr. Thole discussed inviting the press to participate in a TF meeting to get a feeling of the group, experience the mission of the group, and find out how they can become involved. He suggested that we may want to consider asking the press to take action. Ms. Albert added that we could give the press a checklist similar to the one that the TF produced for the Board of Supervisors. Ms. Albert suggested inviting someone who is involved with the press to our next TF meeting. Ms. Fromer recommended inviting Connie Chan, Supervisor Maxwell's Aide to the meeting to ensure that we are in line.</p> <p>Mr. O'Farrell made a motion to discuss the idea of inviting the press to participate at a</p>	<p>Add involving the press to the April TF meeting agenda. Invite Ms. Chan to participate in this discussion.</p>



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1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>TF meeting. Mr. Thole seconded the motion. All TF members approved the motion unanimously.</p> <p>Food Stamp/Older Adults Working Group (report given by Mr. O'Farrel and Ms. Wertheim):</p> <ol style="list-style-type: none"> I. Approval of minutes from February 7, 2007 <ul style="list-style-type: none"> • Minutes from February 7, 2007 were unanimously approved II. Presentation from the Department of Aging and Adult Services <ul style="list-style-type: none"> • Diana Jensen, Planning Analyst, from the San Francisco Human Services Agency distributed and presented on San Francisco Department of Aging & Adult Services', "Community Needs Assessment, September 2006." III. Farm Bill update <ul style="list-style-type: none"> • This item was not discussed. IV. Update on Food Stamp Access and Participation Grant <ol style="list-style-type: none"> A. The Call Center. InTelegy has begun its contract with HSA to guide the change management process from a Food Stamp caseload system to a FS call-center system. We have 12 HSA committees (Exec Oversight, Service Center Business Process & Operations, Workflow, FAQ & Job Aids, Quality Assurance, Information Voice Recording, Reporting, Task Management/Clerical Processes, Technology, Facilities, Training, and Communalizations). Each committee meetings at least every two weeks (usually more) to plan for Call Center implementation by early fall '07. It is a lot of work, but staff are very engaged and making substantial headway. B. Web Application. Three companies have demonstrated their capacity to develop the web application, and HSA IT staff are pitching doing it in-house. Senior staff are reviewing options and a decision will be made shortly about who will design and develop the web application. Plans are underway to have the web site include a screener for multiple benefits (including but not limited to Food Stamps) and an application for at least Food Stamps, but maybe also Medi-Cal, or others. One-e-App is the 	



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Agenda Topic	Discussion	Action Item
	<p>company that will be developing the City's Health Access Program's web application. Whether or not the City contracts with One-e-App to design the broader benefits screener and application, effort will be made to exchange data with HAP's system.</p> <p>C. Kiosks We are in the process of establishing a Kiosk Advisory Committee. So far the group includes Anne Quaintance (SFEB), Diana Jensen (DAAS), Kimberley Wiloff (Communities of Opportunity), and David Curto (HSA Contracts). We will be recruiting a representative of the Bayview, Mission and Chinatown.</p> <p>The current plan is to have the three components up and running the fall of 2007. It is unclear whether the web application will be fully ready by then, but all effort is being made to get is ready ASAP.</p> <p>V. Set agenda for next meeting</p> <ul style="list-style-type: none"> A. Approve minutes from March 7, 2007 B. Farm Bill update C. Update on Food Stamp Access and Participation Grant D. Set agenda for next meeting E. Public comment <p>VI. Public Comment</p> <ul style="list-style-type: none"> • None <p>Public Comment: Public comments are incorporated above.</p>	
8. Public Comment	None	None
9. Adjournment	<p>The next meeting will be held on Wednesday, April 4, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quaintance adjourned the meeting at 3:29pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, April 4, 2007 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Leo O'Farrell
Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole

2. Approval of Minutes from March 7, 2007 [Discussion Item and Possible Action Item]

3. Engaging the Press. *Guest Speaker: Jill Fox, Communications Coordinator, Department of Children, Youth and Their Families* [Discussion Item and Possible Action Item]

a. Public comment

4. Update on City Nutrition Programs [Discussion Item and Possible Action Item]

a. Public comment

5. Update on food related meetings attended by Task Force members

a. Public comment

6. Food Security Task Force Strategic Plan presentation update [Discussion Item and Possible Action Item]

a. Public comment

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7. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place,
Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Update and review legislative priorities*
[Discussion Item and Possible Action Item]
- III. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- IV. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- VI. *Public comment*

B. Child Nutrition Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Update on priorities*
[Discussion Item and Possible Action Item]
- III. *Develop strategies in the work plan*
[Discussion Item and Possible Action Item]
- IV. *Report back from the Food Committee of the SFUSD*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

C. Food Stamp/Older Adults Working Group

- I. *Approval of Minutes from February 7, 2007*
[Discussion Item and Possible Action Item]
- II. *Presentation from the Department of Aging and Adult Services*
[Discussion Item and Possible Action Item]
- III. *Farm Bill update*
[Discussion Item and Possible Action Item]
- IV. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

8. Task Force Subcommittees breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]

A. Advocacy Working Group

B. Child Nutrition Working Group

C. Food Stamp/Older Adults Working Group
D. Public comment

9. Public Comment
10. Adjournment

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For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

Copies of the Sunshine Ordinance can be obtained from the Interim Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

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For assistance with special needs (large print agendas, sign language interpreters, etc.), call Jill Lerner at 554-6075.

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LOBBYIST ORDINANCE

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For more information about the Lobbyist Ordinance, contact the Ethics Commission at 1390 Market Street, Suite 701, San Francisco, CA 94102, (415) 554-9510, FAX (415) 703-1021, or visit its website at <http://www.sfgov.org/ethics>.

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Task Force Members: September Jarrett (for Libby Albert), Daisy Anarchy, Jacqueline Battle, Bruce Ito, Magdalene Louie (for Maria LeClair), Leo O'Farrell, Angelina Cahalan (for Gail Priestley), Anne Quaintance, Dennis Stewart, and Christine Wong Mineta

In Attendance

Public: Angelina Cahalan, Jill Fox, Diana Jensen, Paula Jones, Marguerite Nowak, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:37pm by Ms. Quaintance, Chair of the Food Security Task Force (TF). Ms. Jarrett represented Ms. Albert, Ms. Louie represented Ms. LeClair, and Ms. Cahalan represented Ms. Priestley at this meeting. All in attendance introduced themselves.	None
2. Approval of Minutes from March 7, 2007	Minutes from March 7, 2007 were unanimously approved. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Cahalan.	Ms. Wong Mineta will post approved minutes.
3. Engaging the Press. Guest Speaker: Jill Fox, <i>Communications Coordinator, Department of Children, Youth and Their Families</i>	Ms. Fox stated that getting press for children, youth and family issues is difficult to achieve when there are positive things going on. Press is interested in getting information on "family life" issues. Ms. Fox said that it is hard to understand what the TF means by "food security" and suggested using terms that are more immediate and easier to understand. She stated that it is important to lead with one strong point that you want to get across to the media. Ms. Fox shared that "event type" material usually gets attention from the press as well as reports, particularly ones that take a local angle on a national story. She stated that big number stories sell better, however the press will want individual stories (i.e. individual family, child, or school site that can tell a story). This story should be included as part of the media plan. The TF may also want to consider involving the press from City Hall. She suggested having interview subjects and their contact information available, particularly for various ethnic group media.	Ms. Fox will provide the TF with a list of media contacts who cover children and youth issues.
	Ms. Wertheim stated that the TF should develop a snapshot of the report, while being	



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Agenda Topic	Discussion	Action Item
	<p>cautious that the TF does not come across as the solution to food security in San Francisco. The TF should emphasize areas that others can become involved.</p> <p>Ms. Jarrett stated that the TF's media strategy to the broader public is not the report; rather, it is the "human story" (i.e. 1 in 4 kids go hungry in a week). She suggested featuring the problem, then a program that helps with the problem, followed by emphasizing what more needs to happen.</p> <p>Ms. Fox suggested sharing the TF's draft media plan with Supervisor Maxwell when the TF meets with her in a few weeks.</p> <p>Ms. Jensen stated that the TF should give a clear image that may paint a picture like "childhood" or "grandma." Stating something like "5 kids in a class of 20 shows up without breakfast" puts a human scale on the issue.</p> <p>Ms. Quintance made a motion to lead a brainstorming session on Tuesday, April 17, 2007 at MOCD to create a media plan prior to the next full TF meeting and meeting with Supervisor Maxwell on April 23, 2007. The motion was seconded by Mr. Ito and unanimously approved. Ms. Quintance, Ms. Jones, Ms. Wertheim, Mr. Ito, Mr. O'Farrell, and Ms. Cahalan will be in attendance at this meeting.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Wong Mineta will create and post an agenda for a special meeting on April 17, 2007 at MOCD to discuss the creation of a media plan.</p>

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Agenda Topic	Discussion	Action Item
<p>4. Update on City Nutrition Programs</p>	<p>Ms. Jones gave an update on the SFUSD's Nutrition and Physical Activity Committee meeting. The Wellness Plan and changes to it was discussed. Colleen Cavanaugh, one of the members of the Wellness Plan, is forming a non-profit organization called, "Campaign for Better Nutrition," which will focus on school lunch, putting systems in place and funding pilot programs. The catering legislation, which recently passed, was also discussed at this meeting.</p> <p>Ms. Quintance stated that Balboa High School will start their salad bar pilot after spring break. Mira Loma and Harvey Milk Elementary Schools will also pilot a salad bar at their schools, which will be sponsored by Dole. Ms. Jones stated in addition to the salad bar, they are trying to implement piloting different hot entrees at Balboa High School. She also stated that equity issues regarding school lunch are also being addressed (i.e. students who can pay have more choices than students who receive free/reduced lunches).</p> <p>Ms. Jones stated that they are conducting outreach around Farmer's Market and Food Stamps. Ms. Jones shared a mailing that will be distributed to 8,000 households about the Alemany Farmer's Market. Tri-fold brochures and posters that describe which farmer's markets are accepting food stamps are also being printed. Ms. Jones informed the TF that legislation was passed that all farmer's markets must accept all forms of food assistance.</p> <p>Ms. Quintance made a motion to add to the May agenda a discussion of how to promote farmer's market vendors and simplify procedures. Mr. O'Farrell seconded the motion, which was unanimously approved.</p> <p>Public Comment: Public comments are incorporated above.</p> <p>This item was not discussed at this meeting</p>	<p>Add discussion of how to promote farmers' market vendors and simplify procedures to May TF agenda.</p> <p>None.</p>
<p>5. Update on food related meetings attended by Task Force members</p>		<p>None.</p>

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Dec 1	Jan 1	100.00	100.00
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Agenda Topic	Discussion	Action Item
<p>6. Food Security Task Force Strategic Plan presentation update</p>	<p>Ms. Quaintance stated that Ms. Chan informed the TF that May 10, 2007 is the next tentative date that the report will be brought to the subcommittee hearing. Ms. Chan also requested that a few TF members meet with her and Supervisor Maxwell on Thursday, April 26, 2007 at 1:00pm.</p> <p>Ms. Quaintance stated that she and Ms. Nowak will be meeting with a staff from Supervisor Daly's office to help to prepare them for the meeting with Supervisor Maxwell after today's TF meeting.</p> <p>Ms. Quaintance stated that the TF has been invited to present on Friday, April 20, 2007 at the Human Services Network Meeting from 10:30am-10:45am at the Lighthouse for the Blind.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Quaintance will send the exact details about the April 20, 2007 meeting to the TF</p>
<p>7. & 8. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p><u>REPORTING BACK TO FULL TASK FORCE:</u> <u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> I. Approval of minutes from March 7, 2007 <ul style="list-style-type: none"> • Minutes from March 7, 2007 were unanimously approved II. Update and review legislative priorities <ul style="list-style-type: none"> • Legislative priorities were discussed. Ms. Nowak will update with nutritional information under the Children priority area as well as provide updates to outcomes on hearings and give to Ms. Wong Mineta to forward to the TF III. Identify emerging issues and opportunities <ol style="list-style-type: none"> A. Commodity Supplemental Food Program (CSFP)- The President has proposed elimination of the program and the House has until April 15, 2007 to write their version of the budget; now is the time to pressure Congress to fully fund the program B. 2007 Farm Bill- we should begin educating our lawmakers about the importance of the Farm Bill and our priorities 	



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Agenda Topic	Discussion	Action Item
	<p>IV. Set an action plan for the next month (April)</p> <ul style="list-style-type: none"> A. Update TF legislative priorities and ask Ms. Wong Mineta to email out B. Receive and incorporate comments on draft letter on TF Farm Bill priorities. C. Continue to send letters on behalf of the TF to our federal delegation asking them to support saving CSFIP and a strong nutrition title in the Farm Bill D. Continue to send letters of support on key legislation, particularly at the state level E. Contact and inform the Mayor's liaison to the Board of Supervisors and the liaison to intergovernmental affairs on TF recommendations. V. Set agenda for next meeting <ul style="list-style-type: none"> A. Approval of minutes from April 4, 2007 B. Update and review legislative priorities and status C. Identify emerging issues and opportunities D. Set an action plan for next month E. Set agenda for next meeting F. Public comment VI. Public comment <ul style="list-style-type: none"> • None <p><u>Child Nutrition Working Group (report given by Ms. Battle):</u></p> <ul style="list-style-type: none"> I. Approval of minutes from March 7, 2007 <ul style="list-style-type: none"> • Minutes from March 7, 2007 were unanimously approved II. Update on priorities <ul style="list-style-type: none"> A. Summer Lunch Program <ul style="list-style-type: none"> • New sites will be created for summer lunch in the Sunset and Richmond areas III. Develop strategies in the work plan <ul style="list-style-type: none"> • None IV. Report back from the Food Committee of the SFUSD 	



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1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>V. Set agenda for next meeting</p> <ul style="list-style-type: none"> • None <p>A. Approve minutes from April 4, 2007</p> <p>B. Update on priorities</p> <p>C. Develop strategies</p> <p>D. Update on food related meetings</p> <p>E. Set agenda for next meeting</p> <p>F. Public comment</p> <p>VI. Public Comment</p> <ul style="list-style-type: none"> • None <p><u>Food Stamp/Older Adults Working Group (report given by Mr. O'Farrell and Ms. Wertheim):</u></p> <p>I. Approval of minutes from March 7, 2007</p> <ul style="list-style-type: none"> • Minutes from March 7, 2007 were unanimously approved <p>II. Presentation from the Department of Aging and Adult Services</p> <ul style="list-style-type: none"> • Ms. Jensen will set up a meeting with Anne Hinton and some other staff at the Department of Aging and Adult Services to discuss the Tf recommendations. The purpose of that meeting will be to align the future actions of the Tf on these issues with the department's work. • Needs of seniors was discussed and a motion was made to place on the next agenda the establishment of an additional subcommittee that will focus on seniors, which was unanimously approved. <p>III. Farm Bill update</p> <ul style="list-style-type: none"> • Mr. Stewart gave a brief overview of the Farm Bill and will send the administrative proposal to Ms. Wong Mineta to forward to Tf members. <p>IV. Update on Food Stamp Access and Participation Grant</p> <p>A. Kiosks - an advisory group was recently formed to assist in an advisory capacity and assist with outreach strategies. The first meeting will be held on Tuesday, April 17, 2007 from 9:00am-10:30am and will meet one time every other month. They are suggesting that a user friendly, culturally</p>	<p>Ms. Jensen will set up a meeting with Anne Hinton and other DAAS staff.</p> <p>Agenda item: vote at May meeting to separate the Food Stamp/Older Adult Working Group into two separate Working Groups.</p>



San Francisco Food Security Task Force

Minutes from April 4, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>appropriate website with trained staff to do outreach for the website may go further as an investment that creating stand-alone kiosk. They are trying to think how the web screener will integrate with the CalWin system.</p> <p>B. 12 committees are working on the call center transmission. There is the possibility of including intake staff for the call centers.</p> <p>V. Set agenda for next meeting</p> <ul style="list-style-type: none"> A. Approve minutes from April 4, 2007 B. Farm Bill update C. Update on Food Stamp Access and Participation Grant D. Set agenda for next meeting E. Public comment <p>VI. Public Comment</p> <ul style="list-style-type: none"> • None <p>Public Comment: Public comments are incorporated above.</p>	
9. Public Comment	None	None
10. Adjournment	<p>The next meeting will be held on Wednesday, May 2, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quintance adjourned the meeting at 3:31 pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE
SPECIAL MEETING

Tuesday, April 17, 2007 at 2:00p.m.-4:00p.m.
Mayor's Office of Community Development
1 South Van Ness Avenue, 5th Floor
San Francisco, CA 94102

1:50 p.m. *msf*
DOCUMENTS DEPT.

APR 10 2007

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PUBLIC LIBRARY**

AGENDA

1. Call to Order
2. Discuss and develop a draft media plan for the Food Security Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
3. Public Comment
4. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
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San Francisco Food Security Task Force Special Meeting

Minutes from April 17, 2007
2:00pm-4:00pm, MOCD, 5th Floor

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MAY - 3 2007

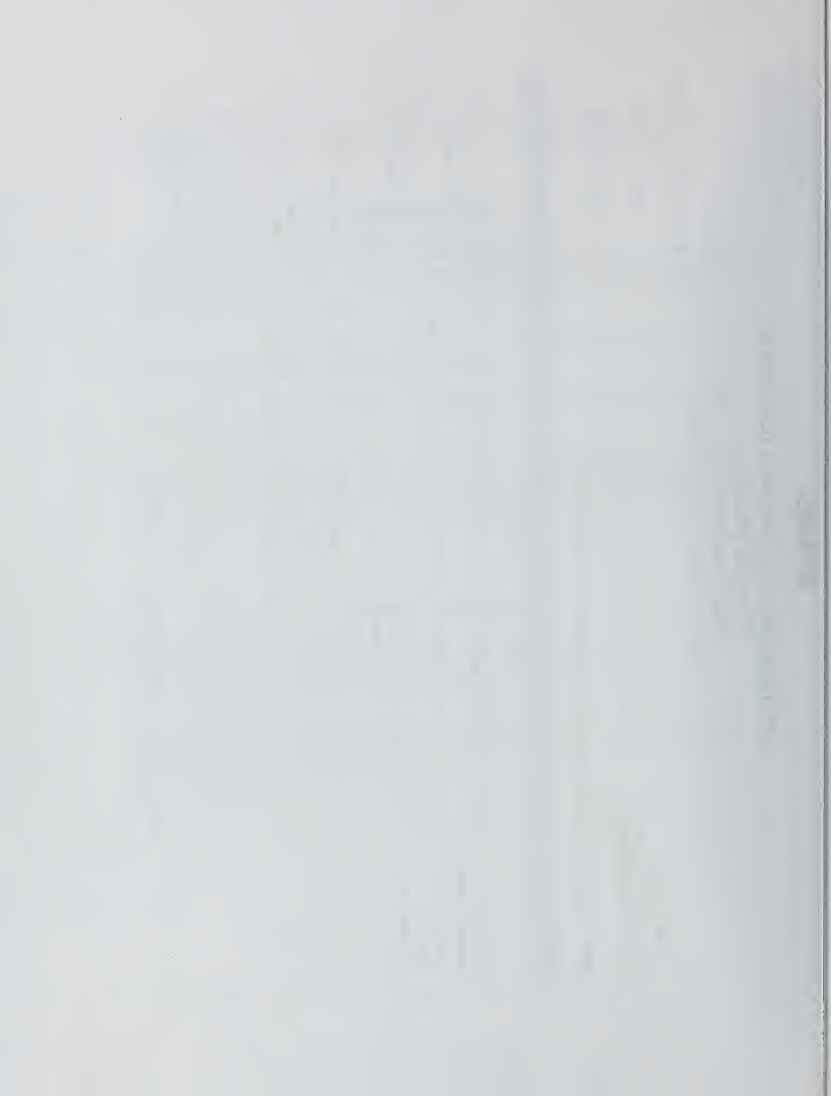
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In Attendance

Task Force Members: Leo O'Farrell, Bruce Ito, Anne Quaintance, and Libby Albert

Public: Angelina Cahalan, Paula Jones, Marguerite Novak, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	Meeting called to order at 2:00pm by Anne Quaintance.	None
2. Discuss and develop a draft media plan for the Food Security Task Force	<p>The group shared their experience with media, outreach and/or press.</p> <p>Then they brainstormed on why they might want to have a media strategy and how to go about it:</p> <ul style="list-style-type: none"> • Should resonate with the public • Look at NYC, they have gotten a lot of press around food issues • Use to support current legislation • Use to get attention from politicians and inform policy • How about if we highlight senior food issues? • Use to educate public and create pressure on politicians • Think about what are the goals (call to action, raise awareness, raise funding...) • Put a human face to the stories • Be strategic with our use of the press • Highlight success stories such as the 1 M grant for Food Stamps • Use to bring credibility to the Food Security Task Force <p>What would be the downside of having a media campaign?</p> <ul style="list-style-type: none"> • Might step on toes of non-profits 	<p>Next steps:</p> <ul style="list-style-type: none"> • Leo will investigate food blogs • Anne will make contact with a media person to come • Anne will invite Emi Tseng from Tech Connect • Paula will investigate the idea of having a website with the SF Chronicle • Angela will investigate how to get a meeting with the SF Chronicle Editorial Board and will look into reporters who are covering food issues



San Francisco Food Security Task Force Special Meeting

Minutes from April 17, 2007
2:00pm-4:00pm, MOCD, 5th Floor

Agenda Topic	Discussion	Action Item
	<p>Next, the brainstorm was filtered down to the following:</p> <ul style="list-style-type: none"> • A media campaign should get the attention of politicians, raise awareness with the public and be used to advocate for that which we want. • When choosing an issue to highlight we should consider what is timely (e.g. now it is the farm bill and food stamps) and also whether we want to use a small or large-scale issue. • We should also consider using more cutting-edge less than mainstream media such as blogs, you tube and we should also have a website. <p>Public Comment: Public comments are incorporated above.</p>	
3. Public Comment	None	None
4. Adjournment	<p>Next meeting May 11, 2007 from 2:00pm - 4:00pm at MOCD-1 South Van Ness, 5th floor</p> <p>Ms. Quaintance adjourned the meeting at 4:00pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, May 2, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

9:30 a.m. not
DOCUMENTS DEPT.

AGENDA

APR 26 2007

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PUBLIC LIBRARY

5F
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#1
5/2/07
1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Leo O'Farrell
Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole

2. Approval of Minutes from April 4, 2007 [Discussion Item and Possible Action Item]

3. Approval of Minutes from April 17, 2007 [Discussion Item and Possible Action Item]

4. Update on Food Security Task Force presentation to the Board of Supervisors and preparation meeting with Supervisor Sophie Maxwell [Discussion Item and Possible Action Item]

a. Public comment

5. Update on Special Meeting of the Food Security Task Force regarding developing a media plan [Discussion Item and Possible Action Item]

a. Public comment

6. Discussion of how to promote farmers market vendors and simplify procedures [Discussion Item and Possible Action Item]

a. Public comment

7. Update on City Nutrition Programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Update on food related meetings attended by Task Force members
 - a. Public comment
9. Vote to divide the Food Stamps/Older Adults Working Group into two separate Working Groups [Discussion Item and Possible Action Item]
 - a. Public comment
10. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Approval of Minutes from April 4, 2007*
[Discussion Item and Possible Action Item]
 - II. *Update and review legislative priorities and stauts*
[Discussion Item and Possible Action Item]
 - III. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - IV. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - V. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - VI. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Approval of Minutes from April 4, 2007*
[Discussion Item and Possible Action Item]
 - II. *Update on priorities*
[Discussion Item and Possible Action Item]
 - III. *Develop strategies*
[Discussion Item and Possible Action Item]
 - IV. *Update on food related meetings*
[Discussion Item and Possible Action Item]
 - V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - VI. *Public comment*
 - C. Food Stamp/Older Adults Working Group
 - I. *Approval of Minutes from April 4, 2007*

- [Discussion Item and Possible Action Item]*
 - II. *Farm Bill update*
 - [Discussion Item and Possible Action Item]*
 - III. *Update on Food Stamp Access and Participation Grant*
 - [Discussion Item and Possible Action Item]*
 - IV. *Set agenda for next meeting*
 - [Discussion Item and Possible Action Item]*
 - V. *Public comment*
- 11. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp/Older Adults Working Group*
 - D. *Public comment*
- 12. Public Comment
- 13. Adjournment

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San Francisco Food Security Task Force

DOCUMENTS DEPT:

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

JUN - 7 2007

In Attendance

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Task Force Members: Libby Albert, Daisy Anarchy, Gina Fromer, Bruce Ito, Maria LeClair, Loretta Lee, Gail Priestley, Anne Quaintance, and Christine Wong Mineta

Public: Alejandra Cordovec, Diana Jensen, Paula Jones, Erica Jungmans, Marguerite Nowak, Meredith Terrell, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:34pm by Ms. Quaintance, Chair of the Food Security Task Force (TF)	None
2. Approval of Minutes from April 4, 2007	Minutes from April 4, 2007 were unanimously approved. Ms. Fromer moved to approve the minutes, which were seconded by Mr. Ito.	Ms. Wong Mineta will post approved minutes.
3. Approval of Minutes from April 17, 2007	Minutes from April 17, 2007 were unanimously approved. Ms. Albert moved to approve the minutes, which were seconded by Mr. Ito.	Ms. Wong Mineta will post approved minutes.
4. Update on Food Security Task Force presentation to the Board of Supervisors and preparation meeting with Supervisor Sophie Maxwell	Ms. Albert reviewed what was discussed at the preparation meeting with Supervisor Maxwell. The TF's list of action items, Food Stamps update, Farm Bill, older adults, WIC, CACFP, and school food programs were highlighted during this meeting. Supervisor Maxwell was interested in writing resolutions for the Farm Bill, the WIC Program and CACFP. Supervisor Maxwell requested that the TF be prepared to present at a hearing to raise the profile of the issues concerning older adults. She suggested that solutions to the TF's recommendations should be formed prior to the hearing, including involving all who will be participating in this process (i.e. DAAS, Meals on Wheels, etc.). Supervisor Maxwell was also interested in sponsoring a resolution for WIC and requested more basic information about WIC. Furthermore, Supervisor Maxwell also expressed interest in sponsoring a resolution for CACFP. Supervisor Maxwell expressed heightened interest on school food programs.	Ms. Jones and Ms. Nowak will draft a resolution and complementary memo for the TF's recommendations to the 2007 Farm Bill. Ms. LeClair and Ms. Nowak will work to draft a resolution for the WIC Program. Ms. Albert and Ms. Nowak will work on a draft resolution for the Child Care Food Program.



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Albert said that there will be a hearing on school nutrition with public testimony soon. Supervisor Maxwell said that she would try to assist in the City possibly funding school food initiatives. Ms. Albert said that she attended a Board of Education meeting with Supervisor Maxwell immediately following the TF meeting and as a result, the issue will be placed on a future joint Board of Supervisors/Board of Education Committee agenda.</p> <p>Ms. Jones proposed that Supervisor Maxwell talk to some of her colleagues about other pieces in the Farm Bill (i.e. conservation, local food system issues, environmental issues, etc.) that haven't been as highlighted in the FSTF recommendations. Ms. Quintance made a motion that the FSTF develop a resolution for prioritizing food security programs that are embedded in the 2007 Farm Bill for Supervisor Maxwell. A complementary memo on additional issues pertaining to the Farm Bill will accompany the TF's draft resolution. Ms. Albert seconded the motion, which was passed unanimously.</p> <p>Ms. Quintance made a motion to draft a resolution in support of the WTC Program, as suggested by Supervisor Maxwell. Ms. Fromer seconded the motion, which was passed unanimously.</p> <p>Ms. Albert made a motion to draft a resolution for the Board of Supervisors in support of the Child Care Food Program. Ms. Fromer seconded the motion, which was passed unanimously.</p> <p>The presentation to the Board of Supervisors City Operation and Neighborhood Service Committee has been confirmed for Thursday, May 10th around 1:00. The length of the TF's presentation has not yet been confirmed. Ms. Quintance suggested meeting earlier on the May 10th to practice the presentation with Mr. O'Farrell, Mr. Wilkins, Ms. LeChair, Ms. Nowak, Ms. Quintance, Ms. Terrell and Ms. Albert.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Ms. Nowak will find out whether the TF should submit all resolutions at the same time.</p> <p>Ms. Quintance will send out a schedule of the time limit for each presenter.</p> <p>Ms. Wong Mineta will secure a room at City Hall to practice the presentation immediately before we are scheduled to present.</p>



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Update on Special Meeting of the Food Security Task Force regarding developing a media plan	<p>This agenda item was postponed to a future meeting.</p> <p>Public Comment: None.</p>	None
6. Discussion of how to promote farmers market vendors and simplify procedures	<p>Ms. Quintance introduced the challenges that the Bayview Hunter's Farmers Market is facing. She suggested inviting Sradtha from the Department of the Environment to discuss how the TF can support this farmer's market. Beginning May 15, 2007 the Bayview Hunter's Farmer's Market will be on Wednesdays.</p> <p>Public Comment: None.</p>	<p>Ms. Quintance will invite Sradtha to come to present the issues of the Bayview Hunter's Point Farmer's Market at the June TF meeting.</p>
7. Update on City Nutrition Programs	<p>Ms. Albert stated that DCYF is preparing for Summer Lunch and they are anticipating serving more children this summer. DCYF has focused on increasing the capacity of existing sites this year. DCYF will also be assisting with snacks programs during the summer.</p> <p>Public Comment: Public comments are incorporated above.</p>	None
8. Update on food related meetings attended by Task Force members	<p>Ms. Lee stated she attended a school meeting where the Wellness Policy and catering truck legislation was discussed. They are considering adding the Child Development Program into the Wellness Policy.</p> <p>Ms. Albert stated that there are a group of kids that are receiving funding from DCYF for youth organizing. One of the six groups is organizing around school nutrition. DCYF will host a training for the youth groups on student nutrition.</p> <p>Ms. Jensen stated that the DAAS Commission approved a new contract for congregate and home-delivered meals. The contract is for a four year cycle. The issue of cost of</p>	<p>Ms. Lee will bring a copy of the Wellness Policy to the next TF meeting.</p>



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>doing business with a stable budget over the next four years was discussed. One time only funding has been awarded to a pilot project to help to increase access to food for seniors living in Chinatown.</p> <p>Public Comment: Public comments are incorporated above.</p>	
9. Vote to divide the Food Stamps/Older Adults Working Group into two separate Working Groups	<p>Ms. Quintance made a motion to separate the Food Stamps/Older Adults Working Group into two groups. Ms. Priestley seconded the motion, which was unanimously passed by the TF.</p> <p>Public Comment: Public comments are incorporated above.</p>	None
10. & 11. Task Force Working Group breakout sessions and report back to full Task Force	<p><u>REPORTING BACK TO FULL TASK FORCE:</u></p> <p>I. Approval of minutes from April 4, 2007</p> <ul style="list-style-type: none"> Minutes from April 4, 2007 were seconded by Mr. Ito, approved by Ms. Nowak, and Ms. Priestley abstained due to her absence from the previous meeting. Legislative priorities were discussed. Ms. Nowak will continue to provide updates to outcomes on hearings and give to Ms. Wong Mineta to forward to the TF <p>II. Update and review legislative priorities and status</p> <p>III. Identify emerging issues and opportunities</p> <p>A. Community Supplemental Food Program (CSFP)- The President has proposed elimination of the program and the House is drafting their version of the budget, which is expected in 2 weeks; now is the time to pressure Congress to fully fund the program</p> <p>B. 2007 Farm Bill- letters outlining the TF's priorities were sent out to our federal delegation and the committee will draft a resolution for Supervisor</p>	



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Maxwell to introduce.</p> <ul style="list-style-type: none"> C. Resolutions in support of CACFP and WIC will be drafted by the advocacy committee. D. The committee will follow the Food Stamp legislation on the state level as movement is expected soon after the May Revise (May 14th). <p>IV. Set an action plan for the next month (June)</p> <ul style="list-style-type: none"> A. Update FSTF legislative priorities and ask Ms. Wong Mineta to email out Bill, CACFP and WIC B. Draft, receive and incorporate comments on resolutions regarding the Farm C. Continue to send letters of support on key legislation, particularly at the state level D. Contact and inform the Mayor's liaison to the Board of Supervisors and the liaison to intergovernmental affairs on TF recommendations <p>V. Set agenda for next meeting</p> <ul style="list-style-type: none"> A. Approval of minutes from May 2, 2007 B. Update and review legislative priorities and status C. Identify emerging issues and opportunities D. Set an action plan for next month E. Set agenda for next meeting F. Public comment <p>VI. Public comment</p> <ul style="list-style-type: none"> • None 	
	<p>Child Nutrition Working Group (report given by Ms. Albert):</p> <ul style="list-style-type: none"> I. Approval of minutes from April 4, 2007 <ul style="list-style-type: none"> • Minutes from April 4, 2007 were unanimously approved II. Update on priorities <ul style="list-style-type: none"> A. Summer Lunch Program B. Income eligibility and reimbursement rates for child nutrition programs C. Check in re: sending income applications for SFUSD early <ul style="list-style-type: none"> • Ms. Albert will follow up with Tim Thole 	



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>III. Develop strategies</p> <ul style="list-style-type: none"> • When the TF talks about income eligibility and reimbursement rates, they need to get other states to join them • The TF needs to create a unified front and common goals <p>IV. Update on food related meeting</p> <ul style="list-style-type: none"> • Three summer school sites do not qualify for summer seamless waiver <p>V. Set agenda for next meeting</p> <ol style="list-style-type: none"> Approve minutes from May 2, 2007 Update on Summer Lunch Start brainstorming on income eligibility and reimbursement rates for child nutrition programs Update on priorities Develop strategies Update on food related meetings Set agenda for next meeting Public comment <p>VI. Public Comment</p> <ul style="list-style-type: none"> • None <p>Food Stamp Working Group (report given by Ms. Wertheim):</p> <ol style="list-style-type: none"> Approval of minutes from April 4, 2007 <ul style="list-style-type: none"> • Minutes from April 4, 2007 were unanimously approved Farm Bill update <ul style="list-style-type: none"> • Discussed previously during TF meeting Update on Food Stamp Access and Participation Grant <ol style="list-style-type: none"> The Food Stamp Program is continuing to work on the call center. They are determining intake related issues, particularly questions during the application process. Planning in terms of communication with the general public, current caseload, within HHS and staff and other City departments. Currently identifying funds for marketing and outreach efforts. 	



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>D. Currently identifying funds for software for the call center.</p> <p>E. Looking into Working Families Credit, Muni Fast Past, PG&E Lifeline, summer lunch can be included in the screener</p> <p>F. Thinking through outreach plan</p> <p>IV. Set agenda for next meeting</p> <p>A. Approve minutes from May 2, 2007</p> <p>B. Farm Bill update</p> <p>C. Update on Food Stamp Access and Participation Grant</p> <p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>V. Public Comment</p> <ul style="list-style-type: none"> • None <p><u>Older Adults Working Group (report given by Ms. Terrell):</u></p> <ul style="list-style-type: none"> • Discussed the next steps with respect to moving forward on older adults recommendations in partnership with the Department of Aging and Adult Services • Diana Jensen has scheduled a meeting with Anne Quaintance, Anne Hinton, Denise Cheung (Director of the Office on the Aging), Linda Lau (Nutritionist with the Office on the Aging), and Stella Chu (who works in HSA contracts, former nutritionist with the Office on the Aging). That meeting will occur on May 9th. <p>The goal of that meeting will be to engage Anne Hinton with the task force, to discuss the ISTF recommendations and the role of DAAS in achieving them, request recommendations for additional participants in the older adults workgroup, and discuss the possibility of a hearing related to older adults food security (as suggested by Supervisor Maxwell).</p> <ul style="list-style-type: none"> • Discussed who possible member of the Older Adults subcommittee might be. • The workgroup also discussed the geography of food insecurity among seniors, emphasizing the issues of population density in the Northeast sector of the city, as well as the dearth of food resources in western neighborhoods like the Sunset. 	

Public Comment: Public comments are incorporated above.



San Francisco Food Security Task Force

Minutes from May 2, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
12. Public Comment	None	None
13. Adjournment	<p>The next meeting will be held on Wednesday, June 6, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quaintance adjourned the meeting at 3:28pm.</p>	None





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

**FOOD SECURITY TASK FORCE
SPECIAL MEETING**

Friday, May 11, 2007 at 2:00p.m.-4:00p.m.
Mayor's Office of Community Development
1 South Van Ness Avenue, 5th Floor
San Francisco, CA 94102

4:10 p.m. mst
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AGENDA

- 5F
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special
1. Call to Order
 2. Discuss and develop a draft media plan for the Food Security Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
 3. Public Comment
 4. Adjournment

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE
SPECIAL MEETING

This is an official notice to inform the members of the public that the special meeting of the Food Security Task Force outlined below has been postponed until further notice.

Friday, May 11, 2007 at 2:00p.m.-4:00p.m.
Mayor's Office of Community Development
1 South Van Ness Avenue, 5th Floor
San Francisco, CA 94102

11:15 a.m. msf
DOCUMENTS DEPT.

AGENDA

MAY - 9 2007

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1. Call to Order
2. Discuss and develop a draft media plan for the Food Security Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
3. Public Comment
4. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, June 6, 2007 at 1:30p.m.-3:30p.m.
City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Leo O'Farrell
Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole

4:20 p.m. mst
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MAY 17 2007

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2. Approval of Minutes from May 2, 2007 [Discussion Item and Possible Action Item]

3. Recap on Food Security Task Force's May 10, 2007 presentation to the Board of Supervisors [Discussion Item and Possible Action Item]

a. Public comment

4. Discussion of challenges and opportunities for the Bayview Hunter's Point Farmer's Market. *Guest Speaker: Sraddha Mehta, Grant Manager, Department of the Environment* [Discussion Item and Possible Action Item]

a. Public comment

5. Update on City Nutrition Programs [Discussion Item and Possible Action Item]

a. Public comment

6. Update on food related meetings attended by Task Force members

a. Public comment

7. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place,
Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Approval of Minutes from May 2, 2007*
[Discussion Item and Possible Action Item]
- II. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- III. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- IV. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- VI. *Public comment*

B. Child Nutrition Working Group

- I. *Approval of Minutes from May 2, 2007*
[Discussion Item and Possible Action Item]
- II. *Update on Summer Lunch*
[Discussion Item and Possible Action Item]
- III. *Start brainstorming on income eligibility and reimbursement rates
for child nutrition programs*
[Discussion Item and Possible Action Item]
- IV. *Update on priorities*
[Discussion Item and Possible Action Item]
- V. *Develop strategies*
[Discussion Item and Possible Action Item]
- VI. *Update on food related meetings*
[Discussion Item and Possible Action Item]
- VII. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VIII. *Public comment*

C. Food Stamp Working Group

- I. *Approval of Minutes from May 2, 2007*
[Discussion Item and Possible Action Item]
- II. *Farm Bill update*
[Discussion Item and Possible Action Item]
- III. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- V. *Public comment*

- D. Older Adults Working Group
 - I. *Approval of Minutes from May 2, 2007*
[Discussion Item and Possible Action Item]
 - II. *Farm Bill update*
[Discussion Item and Possible Action Item]
 - III. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - V. *Public comment*
- 8. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 9. Public Comment
- 10. Adjournment

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San Francisco Food Security Task Force

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Minutes from June 6, 2007

AUG - 6 2007

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Bruce Ito, Maria LeClair, Leo O'Farrell, Angelina Cahalan (for Gail Priestley), Anne Quaintance, and Christine Wong Mineta

Public: Sradha Mehta, Lara Miller, Gail Myers, Marguerite Nowak, Meredith Terrell, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:30pm by Ms. Quaintance, Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from May 2, 2007	Minutes from May 2, 2007 were unanimously approved with one change by Ms. Albert. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Albert.	Ms. Wong Mineta will post approved minutes.
3. Recap on Food Security Task Force's May 10, 2007 presentation to the Board of Supervisors	Ms. Quaintance and Ms. Albert stated that the presentation went very well. All of the Supervisors were engaged and asked questions. Mr. O'Farrell stated that we must continue to educate the Supervisors on food security issues on an ongoing basis. Ms. Quaintance received two calls from the public regarding the TF's presentation and one from a rabbi. Public Comment: None.	None.
4. Discussion of challenges and opportunities for the Bayview Hunters Point Farmers' Market.	Sradha Mehta stated that the San Francisco Department of the Environment, in partnership with Girl's 2000, is sponsoring the Bayview Hunters Point Farmers' Market. Ms. Mehta introduced Lena Miller, Executive Director of Hunters Point Family/Girl's 2000 and Gail Meyers, who provides technical assistance to the Bayview Hunters Point Farmers' Market, as key players of the Bayview Hunters Point Farmers' Market.	The Food Bank offered to distribute unsold food from the Bayview Hunters Point Farmers' Market.
Guest Speaker: Sradha Mehta, Grant Manager, Department of the Environment	Girl's 2000 received a grant from the USDA for \$280,000 to operate the Farmers' Market for the next three years. The market is located at Third Street and Oakdale Avenue in Bayview Hunters Point.	Ms. Quaintance will look into getting waivers for the permit cost for vendors. Ms. Mehta will assist the TF in locating answers to the



San Francisco Food Security Task Force

Minutes from June 6, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Mehta expressed the following during her presentation:</p> <ol style="list-style-type: none"> 1. A desire to increase access to healthy food in the Bayview neighborhood. Access to healthy food is an environmental justice issue. Food security is needed in the neighborhood. 2. The Farmers' Market educational component also holds food demonstrations with Literacy for Environmental Justice at the market. Girl's 2000 has two certified gardens in Bayview Hunters Point, and Alemany just got certified. Both sell their food at the Bayview Farmers' Market. 3. They want to promote a community gathering space to transform negative images and create a safe area for neighbors. 4. Continued public outreach on farmers' market by the department (i.e. recycling, clean air) <p>The farmers' market is now held on Wednesdays from 8:30am-12:30pm due to limited foot traffic on Saturday. There is a food pantry on Wednesdays at the Opera House, which distributes coupons for Farmers' Market. The Bayview market also provides produce from three other farmers who sell at the Civic Center on Wednesdays and can't be physically present.</p> <p>On average there are approximately 15-20 items sold at the Bayview Farmers' Market. There are approximately 125 customers a week. Customers spend on average a total of \$5.00.</p> <p>Ms. Mehta, Ms. Miller and Ms. Myers expressed the following challenges they are facing with the Bayview Hunters Point Farmers' Market:</p> <ol style="list-style-type: none"> 1. Recruitment of farmers. The Bayview Farmers' Market cannot support at least \$400 in sales that the farmer's are expecting to make. 2. A lot of the Farmers' Markets charge fees to rent a stall. Bayview Farmers' Market, however, does not in an effort to encourage farmers to participate. 3. Sometimes there will be a verbal agreement with the farmer that they will come out, but they will decide the day of or the day before not to participate in the 	<p>following</p> <ul style="list-style-type: none"> • How many vendors would you like? • What are the current permits like? (i.e. costs, etc.) • What kinds of multi-media messages would you like? (i.e. billboard) <p>Ms. Novak will assist with publicizing the Bayview Hunters Point Farmer's Market in Supervisor Maxwell's newsletter, Bayview newspaper and other venues.</p> <p>The TF will look into getting the word out about EBT/Food Stamps to the Bayview Hunters Point residents.</p> <p>TF members will distribute Farmers' Market coupons to their respective clients.</p> <p>Ms. Albert will assist with the distribution of coupons</p>



San Francisco Food Security Task Force

Minutes from June 6, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Bayview Farmers' Market.</p> <ol style="list-style-type: none"> There has not been a single request to use the EBT at the Farmers' Market yet. There is not a culture of eating a lot of fresh foods in the Bayview, therefore there is no demand. Food access issues. While the location of the Bayview Farmers' Market is ideal since it is heavily populated, it is also an area trafficked with violence and drugs. If the food doesn't sell, the market is responsible for what remains. Vendors in the neighborhood would like to host a booth; however they can't afford the permit cost. It would be nice to have prepared foods there. The Farmers' Market must come from within the community, not outsiders. Outreach through churches, pastors and other venues have been unsuccessful. <p>Ms. Cahalan shared that USF and City College both host hospitality programs and it may be possible to have these students conduct cooking classes.</p> <p>Ms. Quintance suggested inviting Ms. Mehta, Ms. Miller, and Ms. Meyer back at the August TF meeting to provide them updates on the TF's progress and hear recent progress at the Bayview Hunters Point Farmers' Market.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>to families during the summer and first week of school</p> <p>Ms. Mehta, Ms. Miller, and Ms. Meyer will be invited back to continue this discussion at the August TF meeting</p>
<p>5. Update on City Nutrition Programs & related meetings attended by Task Force members</p>	<p>Ms. Albert stated that the hearing on school food is scheduled for tomorrow at 3:30pm. She suggested that those that can please attend and make public comment. Libby highlighted issues regarding the POS system worth noting at the hearing: for every \$1 million dollars that we invest in the City, it results in a savings of \$1 million every year; increased participation by speeding up the meal line; reduced stigma; eliminate cash handling; and automates the administration of the meal program.</p> <p>Ms. Quintance stated that she went to a Human Service Commission Meeting where Trent made a brief presentation on the Food Security Task Force strategic plan. She went to the Department of Aging and Adult Services to meet with Anne Hinton to discuss the TF recommendations. She also attended the Food Stamp Advisory</p>	<p>None</p>

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San Francisco Food Security Task Force

Minutes from June 6, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Committee meeting, the School Nutrition and Physical Activity Committee meeting, a meeting with the Southeast Food Access group, a Pantry Coalition meeting, Hunger Action Day in Sacramento, and Hunger Awareness Day.</p> <p>Ms. Nowak noted that Assemblyman Leno is participating in the Food Stamp Challenge, which consists of living for 7 days on \$21/ week for food. Ms. Quaintance suggested asking Mayor Newsom to also participate in this challenge. Mr. O'Farrell motioned that the Food Security Task Force check to see the feasibility of having selected officials go on the Food Stamp Challenge, including the mayor. Ms. LeClair seconded the motion, which was unanimously approved.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>The TF will follow up to see if selected officials would be willing to participate in the Food Stamp Challenge.</p>
<p>7. & 8. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p>Due to the limited time available, the TF agreed not to break out into separate Working Groups, and instead just hear updates from the Advocacy and Food Stamp Working Groups.</p> <p>Ms. Nowak said that the Farm Bill will be voted on June 12. The Food Bank is currently distributing information on key Farm Bill issues. Two representatives (McGovern-Emerson) introduced the Feeding American Families Act, which would increase the food stamp benefit level from \$10 to \$32, index the minimum benefit level to inflation, increase food stamp access, increase TEFAP funding, and reauthorize the CSFP Program. Mr. O'Farrell made a motion that the FSTF write a letter to our federal delegation in support of the McGovern-Emerson Feeding American Families Act, which was seconded by Ms. LeClair and unanimously approved.</p> <p>Ms. Nowak stated that all four Food Stamp Bills that the TF was supporting passed the assembly yesterday.</p> <p>Ms. Wertheim stated that the Food Stamp Program is securing the contract for the web development. They are also trying to get a price for adding additional benefits. It is anticipated that the \$1 million grant will not cover it. The website may be ready by late</p>	<p>Ms. Nowak will draft a letter on behalf of the TF to our federal delegation in support of the McGovern-Emerson Feeding American Families Act.</p>

The American Revolution was a period of political and social change in the United States, lasting from 1775 to 1783. It was a time when the colonies fought for independence from British rule and established a new government.

The revolution was caused by a number of factors, including British taxation without representation, the desire for self-government, and the influence of Enlightenment ideas.

The revolution was a turning point in American history, leading to the creation of the United States and the establishment of a new political system.

The revolution was a time of great struggle and sacrifice, but it ultimately led to the birth of a new nation.

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San Francisco Food Security Task Force

Minutes from June 6, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>November or December or possibly early January.</p> <p>Ms. Wertheim would like to pursue a Food Stamp Outreach grant as a supplementary funding source. An RFP for community providers may assist in developing models and have the funding be a performance based contract.</p> <p>The Food Stamp Program has been able to secure funding for 1.0 FTE outreach coordinator through the Food Bank.</p> <p>The Call Center is anticipated to go live on September 24, 2007. It is still unsure as to whether intake will be on the phone center.</p> <p>Public Comment: Public comments are incorporated above.</p>	
9. Public Comment	None	None.
10. Adjournment	<p>The next meeting will be held on Wednesday, June 27, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quintance adjourned the meeting at 3:26pm.</p>	<p>Ms. Wong Mineta will send an e-mail to the TF to confirm attendance at the June 27, 2007 meeting, per Ms. Quintance's request.</p>





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, June 27, 2007 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

10:30am not
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JUN 12 2007

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6/27/07
cancelled
This is an official notice to inform the members of the public that the meeting of the Food Security Task Force detailed above has been cancelled.

The next scheduled meeting of the Food Security Task Force will be held on Wednesday, August 1, 2007 from 1:30pm-3:30pm at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278.

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Director of Health

FOOD SECURITY TASK FORCE

Wednesday, August 1, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Leo O'Farrell
Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole

2. Approval of Minutes from June 6, 2007 [Discussion Item and Possible Action Item]

3. Continued discussion and updates on Bayview Hunter's Point Farmer's Market.
[Discussion Item and Possible Action Item]

a. Public comment

5. Update on City Nutrition Programs [Discussion Item and Possible Action Item]

a. Public comment

6. Update on food related meetings attended by Task Force members

a. Public comment

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7. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place,
Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Approval of Minutes from June 6, 2007*
[Discussion Item and Possible Action Item]
- II. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- III. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- IV. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- VI. *Public comment*

B. Child Nutrition Working Group

- I. *Approval of Minutes from June 6, 2007*
[Discussion Item and Possible Action Item]
- II. *Update on Summer Lunch*
[Discussion Item and Possible Action Item]
- III. *Brainstorm ways to get more free lunch/breakfast applications
returned SFUSD*
[Discussion Item and Possible Action Item]
- IV. *Update on priorities*
[Discussion Item and Possible Action Item]
- V. *Develop strategies*
[Discussion Item and Possible Action Item]
- VI. *Update on food related meetings*
[Discussion Item and Possible Action Item]
- VII. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VIII. *Public comment*

C. Food Stamp Working Group

- I. *Approval of Minutes from June 6, 2007*
[Discussion Item and Possible Action Item]
- II. *Farm Bill update*
[Discussion Item and Possible Action Item]
- III. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- V. *Public comment*

- D. Older Adults Working Group
 - I. *Introduction of Older Adults Working Group members*
 - II. *Approval of Minutes from June 6, 2007*
 - [Discussion Item and Possible Action Item]
 - III. *Review Older Adults Working Group objectives*
 - [Discussion Item and Possible Action Item]
 - IV. *Discuss and assign tasks to complete objectives*
 - [Discussion Item and Possible Action Item]
 - V. *Set agenda for next meeting*
 - [Discussion Item and Possible Action Item]
 - VI. *Public comment*
- 8. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 9. Public Comment
- 10. Adjournment

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San Francisco Food Security Task Force

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Minutes from August 1, 2007

1:30pm-3:30pm, City Hall, Room 278

SEP 11 2007

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In Attendance

Task Force Members: Libby Albert, James Chionsini (for Daisy Anarchy), Jacqueline Barde, Bruce Ito, Magdalene Louie (for Maria LeClair), Loretta Lee, Ylonda Calloway (for Leo O'Farrell), Gail Priestley, Anne Quaintance, and Christine Wong Mineta

Public: Mariana Beardsworth, Susan Canavan, Kumar Chandran, Diana Jensen, Suddha Mehta, Anthony Nicco, Marguerite Nowak, Meredith Terrell, and Julie Wasem, Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:32pm by Ms. Quaintance, Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from June 6, 2007	Minutes from June 6, 2007 were unanimously approved with no changes. Ms. Albert moved to approve the minutes, which were seconded by Ms. Priestley.	Ms. Wong Mineta will post approved minutes.
3. Continued discussion and updates on Bayview Hunters Point Farmers Market	<p>Ms. Mehta updated the TF on the progress of the Bayview Hunters Point Farmers Market. She stated that there has been a positive trend since the last TF meeting with more customers coming each week. Double Rock Church in Bayview sponsored the market on August 1, 2007. More families came through and there was live music.</p> <p>There have been issues regarding homeless residing in the plaza including: drug activity, (including needle use), people drinking out of paper bags and smoking weed during the Farmers Market, and urine. DPW comes to clean up in the morning; however, it delays the start time of the Farmers Market. Ms. Priestly suggested offering coffee to the homeless to encourage them to move from the site in the morning.</p> <p>Ms. Quaintance said that it is approximately \$700 to get a permit that allows the Farmers Market to have vendors and an additional \$120 per vendor for a stand at the market. The TF needs a letter from Supervisor Maxwell on her letterhead stating the request to waive the fee. Ms. Nowak is working with Supervisor Maxwell's office in order to advertise the Farmers Market in her newsletter. Ms. Nowak is also working on PSAs.</p>	<p>Ms. Quaintance and Ms. Mehta will follow up with the letter needed by Supervisor Maxwell requesting fee waivers.</p> <p>Ms. Nowak will follow up with getting the Farmers Market in Supervisor Maxwell's newsletter and announcing it in PSAs.</p> <p>Ms. Mehta will be invited to check in with the TF at a future meeting.</p>

San Francisco Food Security Task Force

Minutes from August 1, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Mehta stated that they have collected \$12 in EBT and \$30 in WIC coupons over the entire season despite attempts to advertise that the Farmers Market accepts EBT.</p> <p>Public Comment: None.</p>	
<p>5. Update on City Nutrition Programs</p>	<p>Ms. Nowak presented an update on the Farm Bill. She distributed a page that gave an overview of the status of the Farm Bill as of July 27, 2007. Ms. Nowak stated that the House voted to set aside \$4 billion over 5 years for improvements to the nutrition programs. This indexes the minimum standard of deduction to inflation, increasing it to no less than \$156 from \$134. She stated that an additional \$1.6 billion is needed to be fully funded. The minimum benefit for Food Stamps is being changed to 10% of the Thrifty Food Plan, which is approximately \$13.80 for an individual. Furthermore, the Farm Bill also reauthorized the Commodity Supplemental Food Program. The Emergency Food Assistance Program funding was also increased. The Senate still needs to write their version of the Farm Bill.</p> <p>The Food Stamp Program was renamed to Secure Supplemental Nutrition Assistance Program.</p> <p>Ms. Albert stated that DCYF is having a Summer Lunch celebration to thank the summer lunch sites. About 20 of the 120 sites will be recognized for their exemplary work. Ms. Albert stated that Summer Lunch was not as successful as was hoped due to various challenges this summer including a rocky start with delivery of lunches. Ms. Lee stated that there is only one vendor who bids to deliver food during the summer and the school year, and that as the summer lunch program grows, the capacity of the company may not be keeping pace.</p> <p>Public Comment: None.</p>	<p>The Advocacy Workgroup will look into starting an Advocacy Workgroup on Google groups.</p> <p>The Child Nutrition Working Group will continue to discuss this issue.</p>

San Francisco Food Security Task Force

Minutes from August 1, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Update on food related meetings attended by Task Force members	<p>Ms. Quaintance stated that she attended the Southeast Food Access Group meeting where they have recently conducted a survey to look at food access issues in this area of the City.</p> <p>Ms. Albert said that the joint Board of Education/Board of Supervisors meeting went well. There was a lot of interest generated by both Boards in hopes that there is some leftover money from Prop H, however it turns out that the money can't be used to purchase POS.</p> <p>Public Comment: None.</p>	
7. & 8. Task Force Working Group breakout sessions and report back to full Task Force	<p><u>REPORTING BACK TO FULL TASK FORCE:</u></p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> I. Approval of minutes from June 6, 2007 <ul style="list-style-type: none"> • Minutes from June 6, 2007 were approved. Ms. Priestley abstained; Mr. Ito approved and was seconded. II. Update and review legislative priorities <ul style="list-style-type: none"> • The legislative priorities were discussed. Ms. Novak will continue to update and will give to Ms. Wong Mineta to forward to the TF. III. Identify emerging issues and opportunities <ol style="list-style-type: none"> A. Commodity Supplemental Food Program (CSFP)- The House has voted to fund the program at \$150 million. This will enable us to save the program, restore those previously cut, add 5 new states to the program, and expand within current states (California has requested funding for an additional 14,000 people including 1,000 for San Francisco). However, the Senate Appropriations, of which Senator Dianne Feinstein is a member, has proposed to only fund CSFP at \$128 million, so we will be putting pressure on her to fully fund CSFP. B. 2007 Farm Bill- passed the House and set aside \$4 billion over 5 years for key improvements to nutrition program. As Congress is in recess, we will need to use this time to pressure the Senate to support the House's efforts 	

San Francisco Food Security Task Force

Minutes from August 1, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>and even increase funding for more improvements to Food Stamps.</p> <p>IV. Set an action plan for August</p> <ul style="list-style-type: none"> A. Update TF legislative priorities and ask Ms. Wong Mineta to email out. B. Contact TF as appropriate regarding needed Farm Bill/CSPF actions. C. Explore the possibility of Google groups to keep the FSTF informed about key legislation and needed action D. Contact state TIEFAP coordinator regarding breakdown of commodities intended for individuals and institutional kitchens. E. Follow-up on WIC resolution. F. Solicit letters from the Mayor and other key elected officials to Feinstein regarding CSFP funding. G. Explore possibilities of alliances with other urban food security groups. H. Continue to send letters of support on key state legislation. V. Set agenda for next meeting <ul style="list-style-type: none"> A. Update and review legislative priorities and status B. Identify emerging issues and opportunities C. Set an action plan for next month D. Set agenda for next meeting E. Public comment VI. Public comment <ul style="list-style-type: none"> • Public comments are incorporated above. <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <ul style="list-style-type: none"> I. Approval of minutes from June 6, 2007 <ul style="list-style-type: none"> • Minutes from June 6, 2007 were unanimously approved II. Update on Summer Lunch <ul style="list-style-type: none"> • Discussed earlier III. Brainstorm ways to get more free lunch/breakfast applications returned to SFUSD <ul style="list-style-type: none"> • Applications are already ready for distribution- this is much earlier than last year and applications can go out with emergency forms the first 	

San Francisco Food Security Task Force

Minutes from August 1, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>week of school</p> <ul style="list-style-type: none"> • We want to send volunteers out to at least 15 targeted school to help parents fill out applications. This was piloted last year at one elementary with 100% return <p>IV. Update on priorities</p> <ul style="list-style-type: none"> • Direct cert from HAS has already been received • Training at DCYF (first week in September) <ul style="list-style-type: none"> - volunteers spend one day at each school (second week in September) - SFUSD will publicize <p>V. Develop strategies</p> <ul style="list-style-type: none"> • Materials need to be developed • Contact parents for public schools • Public service announcements • Attend PTA meetings <p>VI. Set agenda for next meeting</p> <ol style="list-style-type: none"> Update on Summer Lunch Discussion of SFUSD outreach day Select next work priorities Set agenda for next meeting Public comment <p>VII. Public Comment</p> <ul style="list-style-type: none"> • Public comments are incorporated above. <p><u>Food Stamps Working Group (report given by Mr. Wertheim):</u></p> <ol style="list-style-type: none"> Approval of minutes from June 6, 2007 <ul style="list-style-type: none"> • Minutes from June 6, 2007 were unanimously approved Farm Bill update <ul style="list-style-type: none"> • Updates already presented previously in meeting Update on Food Stamp Access and Participation Grant <ul style="list-style-type: none"> • The Call Center is going live on October 23rd. The current caseload will 	

San Francisco Food Security Task Force

Minutes from August 1, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>be able to do most Food Stamp business by phone. Prospective applicants can be screened for FS eligibility by phone and schedule customized appointments (like the DMV).</p> <ul style="list-style-type: none"> Food Stamp Program is still in negotiation with Deloitte for the web site. They hope the contract will be ready soon and the web site ready to go live by February 2008. The screen will include WIC, Food Stamps, School Lunch, EITC and WFC. Electronic applications will be available for MediCal and Food Stamps. They are working on putting together an RFP to select community partners to promote the web site and increase remote site access to Food Stamps. <p>IV. Set agenda for next meeting</p> <ol style="list-style-type: none"> Farm Bill update Update on Food Stamp Access and Participation Grant Set agenda for next meeting Public comment <p>V. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p><u>Older Adults Working Group (report given by Ms. Terrell):</u></p> <ol style="list-style-type: none"> Introduction of Older Adults Working Group members Members introduced themselves. <u>Purpose of the working group:</u> To gather organizations in San Francisco who work with older adults to implement the objectives outlined in the Food Security Task Force Strategic Plan History of the working group: The creation of the Older Adults section of the Food Security Task Force strategic plan was discussed. <ul style="list-style-type: none"> Food Security Task Force developed the Older Adults Recommendation with input from members of the government and nonprofit sectors The strategic plan was presented to a committee of the Board of 	

San Francisco Food Security Task Force

Minutes from August 1, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Supervisors</p> <ul style="list-style-type: none"> The Older Adults recommendations were presented to the Director of the Department of Adult and Aging Services to begin collaboration with the department <p>D. <u>Working group members:</u> Discussed organizations currently invited to participate in the working group. Solicited recommendations of additional organizations that should be involved in the core Older Adults Working Group. Discussed that the core group should remain small and that the working group should incorporate additional organizations expertise as needed for specific objectives. The public is always invited and welcome to attend meetings.</p> <ul style="list-style-type: none"> Current participating organizations and representatives include: Department of Adults and Aging Services (Linda Lau), Human Services Agency (Diana Jensen), In Home Support Services (Tony Nicco, Luis Calderon), Institute on Aging (Nancy Brundy), Meals on Wheels (TBD), Project Open Hand (Susan Canavan, Julie Wasem), San Francisco Food Bank (Meredith Terrell), and Self Help for the Elderly (TBD) Additional organizations recommended to be invited to the Working Group include: 30th Street On Lok (Francis Chan), Clearing House (Jason Adamek) <p>II. Approval of minutes from June 6, 2007</p> <ul style="list-style-type: none"> Minutes from June 6, 2007 were unanimously approved <p>III. Review Older Adults Working Group objectives</p> <ul style="list-style-type: none"> Read through each objective briefly Discuss and assign tasks to complete objectives <p>IV. Meet before the next "TF" meeting to begin discussion on Policy Recommendation #1: "Support DAAS' efforts to consider older adults' food issues and programs holistically. Policy discussions should take into account all programs in the City offering food services to older adults, including those supported by DAAS, those supported by government entities other than DAAS, and those offered by nonprofit organizations</p>	

San Francisco Food Security Task Force

Minutes from August 1, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>without the support of public funding.”</p> <p>V. Set agenda for next meeting</p> <p>A. Discuss policy recommendation #1: “Support DAAS’ efforts to consider older adults’ food issues and programs holistically. Policy discussions should take into account all programs in the City offering food services to older adults, including those supported by DAAS, those supported by government entities other than DAAS, and those offered by nonprofit organizations without the support of public funding.”</p> <p>B. Set agenda for next meeting</p> <p>C. Public Comment</p> <p>VI. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above <p>Public Comment: Public comments are incorporated above.</p>	
9. Public Comment	None	None.
10. Adjournment	<p>The next meeting will be held on Wednesday, September 5, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p> <p>Ms. Quinlance adjourned the meeting at 3:30pm.</p>	None.



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, September 5, 2007 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Leo O'Farrell
Gail Priestley
Anne Quaintance
Dennis Stewart
Timothy Thole

DOCUMENTS DEPT

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2. Approval of Minutes from August 1, 2007 [Discussion Item and Possible Action Item]
3. Updates on Bayview Hunter's Point Farmer's Market [Discussion Item and Possible Action Item]
- a. Public comment
4. Update on City nutrition programs [Discussion Item and Possible Action Item]
- a. Public comment
5. Update on food related meetings attended by Task Force members
- a. Public comment

6. Task Force Working Group breakout sessions [Discussion Item and Action Item]
(All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place,
Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Update on Summer Lunch*
[Discussion Item and Possible Action Item]
- II. *Discussion of SFUSD Outreach Day*
[Discussion Item and Possible Action Item]
- III. *Select next work priorities*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- V. *Public comment*

C. Food Stamp Working Group

- I. *Farm Bill update*
[Discussion Item and Possible Action Item]
- II. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. *Public comment*

D. Older Adults Working Group

- I. *Introduction of Older Adults Working Group members*
- II. *Review Older Adults Working Group objectives*
[Discussion Item and Possible Action Item]
- III. *Discuss and assign tasks to complete objectives*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- V. *Public comment*

7. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]

- A. Advocacy Working Group*
- B. Child Nutrition Working Group*
- C. Food Stamp*
- D. Older Adults Working Group*
- E. Public comment*

8. Public Comment

9. Adjournment

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For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

Copies of the Sunshine Ordinance can be obtained from the Interim Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

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For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking available in the vicinity of City Hall.

For assistance with special needs (large print agendas, sign language interpreters, etc.), call Jill Lerner at 554-6075.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

LOBBYIST ORDINANCE

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For more information about the Lobbyist Ordinance, contact the Ethics Commission at 1390 Market Street, Suite 701, San Francisco, CA 94102, (415) 554-9510, FAX (415) 703-1021, or visit its website at <http://www.sfgov.org/ethics>.

San Francisco Food Security Task Force

DOCUMENTS DEPT.

Minutes from September 5, 2007
1:30pm-3:30pm, City Hall, Room 278

OCT - 5 2007

In Attendance

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Task Force Members: Libby Albert, Willie Gilton (for Jacqueline Battle), Gina Fromer, Bruce Ito, Magdalene Louie (for Maria LeClair), Loretta Lee, Leo O'Farrell, Angelina Cahalan (for Gail Priestley), Anne Quaintance, and Christine Wong Mineta

Public: Diana Jensen, Cecilia Mangoba, Marguerite Nowak, Meredith Terrell, and Tiana Wertheim

Agenda Topic	Discussion	Action Item
1. Call to Order	1:32pm by Ms. Quaintance, Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from August 1, 2007	Minutes from August 1, 2007 were unanimously approved with no changes. Mr. O'Farrell moved to approve the minutes, which were seconded by Ms. Fromer.	Ms. Wong Mineta will post approved minutes.
3. Updates on Bayview Hunter's Point Farmers Market	Ms. Fromer stated that she went by the Bayview Hunter's Point Farmers Market and it seemed like more people were in attendance. She stated that the homeless appeared to be more a part of the community. Ms. Quaintance stated that the fees for vendor permits have been waived, however the letter in support of this waiver is currently being held up. The waiver also needs to be approved by the Farmers Market. Public Comment: None.	None.
4. Update on City Nutrition Programs	Ms. Albert stated that twenty-four schools in the district will implement salad bars. The Mayor's office has allocated \$234,000 a year for the produce and DCYF gave a grant to support the infrastructure (salad bars and equipment that is needed to support them). Salad bars will initially be placed in locations where there are high numbers of low-income students as a way to increase participation in the free meal program, which will in turn increase revenue for the district. Paula Jones will be working with the vendors to highlight locally grown, sustainably produced produce in the salad bars. There is also work to link it with school gardens and nutrition education that happens in the	



San Francisco Food Security Task Force

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p data-bbox="205 969 222 1042">schools.</p> <p data-bbox="249 357 453 1042">Ms. Wertheim stated that it has taken a long time to finalize the details with the contractor regarding the website. In the original proposal, the idea was to host stand-alone kiosks. As it progressed, however, community groups expressed lack of confidence in it because the issue of stigma would still stand. Therefore, the Food Stamp Program decided to instead focus their attention on the web based application rather than the kiosks. This was shared with the Feds and they have expressed their concerns. The difference of the redefined kiosks would be that now the sites that would host a kiosk would get a grant from the Food Stamp Program and provide their own technical support.</p> <p data-bbox="480 357 567 1042">Ms. Wertheim stated that the call center is starting in late October. They conducted two focus groups in Chinatown and two in the Mission. Others will be conducted in the Bayview and Visitacion Valley to get input on the marketing message and the kiosk reconfiguration.</p> <p data-bbox="594 357 729 1042">Mr. O'Farrell stated that people often get mixed messages about the webcam technology and privacy issues and they want to test it out further. Ms. Wertheim explained that a remote site provided access in lots of ways. Some hesitation has been expressed in the community regarding the webcam. People may not be comfortable with it. One benefit is that it allows official face-to-face interviews if you don't have a hardship exemption.</p> <p data-bbox="756 357 868 1042">Ms. Wertheim asked the Food Security Task Force to write a letter supporting the reallocation and reconfiguration of the Food Stamp Program grant budget. Ms. Fromer made a motion to send a letter on behalf of the Food Security Task Force in regards to supporting the reconfiguration of the Food Stamp Grant, which was seconded by Mr. Ito. The vote was passes unanimously.</p>	<p data-bbox="757 129 868 334">Ms. Wertheim will draft a letter for the Task Force and forward to Ms. Quaintance for her signature and mailing.</p>

Public Comment: Public comment is incorporated above.

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2. The second part is a list of references.

3. The third part is a list of figures and tables.

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15. The fifteenth part is a list of figures and tables.

16. The sixteenth part is a list of appendices.

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19. The nineteenth part is a list of figures and tables.

San Francisco Food Security Task Force

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Update on food related meetings attended by Task Force members	<p>Ms. Albert stated a Summer Lunch Celebration was held with about 75 people in attendance. Thirteen sites that did a good job were honored with a certificate, a \$25 cash award, and a proclamation from the Mayor. Sites needed to have good monitoring visits, good reports from the health inspector, all paperwork turned in, and no other issues in order to be considered.</p> <p>Public Comment: Public comment is incorporated above.</p>	None.
6. & 7. Task Force Working Group breakout sessions and report back to full Task Force	<p><u>REPORTING BACK TO FULL TASK FORCE:</u> <u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> I. Update and review legislative priorities and status <ul style="list-style-type: none"> • The legislative priorities were discussed. Ms. Nowak will continue to update and will give to Ms. Wong Mineta to forward to the TF. II. Identify emerging issues and opportunities <ol style="list-style-type: none"> A. CSFP (Commodity Supplemental Food Program) – The House voted to fund the program at \$150 million. However, the Senate Appropriations Committee (Senator Feinstein sits on) proposed to fund CSFP at \$128 million, which will not allow us to expand the program. Pressure needs to remain on our Senators to fully fund CSFP. B. 2007 Farm Bill – passed the House and set aside \$4 billion over 5 years for key improvements to nutrition programs. As the Senate starts to draft their version of the Farm Bill, encouragement must be given to Senators Boxer and Feinstein to support the House's efforts and increase funding for more improvements to Food Stamps. <ol style="list-style-type: none"> i. Postcard Campaign – St. Anthony's, San Francisco Food Bank and other anti-hunger organizations across the state are participating in a postcard campaign to Senators Boxer and Feinstein asking them to end hunger in the Farm Bill by making needed improvements to the nutrition programs – postcards were passed out to interested Task Force members. C. Future Advocacy Issues – as the legislative season winds down possible 	

San Francisco Food Security Task Force

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>actions and new areas for the advocacy committee were discussed:</p> <ol style="list-style-type: none"> What agencies, offices, and people in the City should know about the Task Force and where our presence needs to be expanded. Areas that the Task Force needs information or guidance on, i.e. city budget process, city legislative process, task-force protocol. Find other food security councils or task forces and research their action plans for potential next steps and intelligence sharing. SSI – senior hunger is a problem, extensive research is needed on how other states have qualified low-income seniors for Food Stamps and the process to which would allow low-income seniors on SSI receive Food Stamps. <p>III. Action Plan for September</p> <ol style="list-style-type: none"> Update TF legislative priorities Contact TF, as appropriate, regarding needed Farm Bill/CSFP actions Update Google groups with appropriate information and send out to entire TF Follow-up with Mayor's office regarding sending a letter to Boxer and Feinstein outlining our needs for the Farm Bill Develop list of additional agencies and people that should be receiving information on the TF- Bruce Look into possible experts to provide an overview of City legislative process and budget process to the TF- Bruce Research other urban food security groups- possible St. Anthony intern project Begin research into SSI and Food Stamp issues- possible St. Anthony intern project Continue to send letters of support on key legislation <p>IV. Set Agenda for Next Month</p> <ol style="list-style-type: none"> Update and review legislative priorities and status Identify emerging issues and opportunities Set an action plan for the next month 	<p>Mr. Ito stated that he will identify speakers from City government who could come to outline the City legislative process and City budget process.</p> <p>Next month's agenda should include food stamp ineligibility for SSI recipients and how to move</p>

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San Francisco Food Security Task Force

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>V. Public comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <p>I. Update on Summer Lunch</p> <p>A. Ms. Albert reported that just under 5,000 meals per day were served this summer which is a slight reduction from last year</p> <p>II. Discussion of SFUSD Outreach Day</p> <ul style="list-style-type: none"> Ms. Lee identified 15 schools with large cash shortages or are right below the 50% free and reduced meals. There are a large group of kids who have not submitted applications yet. Trying to get a higher rate of reimbursement for the schools. Trying to get more volunteers for outreach efforts. Trying to identify staff at schools to be the contact person and recruit parent volunteers. Applications need to be completed annually. There have been issues with direct certification and also meal cards. <p>III. Select next work priorities</p> <p>IV. Set agenda for next meeting</p> <p>A. Keep working on meal application return until the end of October</p> <p>A. Discussion of SFUSD outreach day</p> <p>B. Select next work priorities</p> <p>C. Set agenda for next meeting</p> <p>D. Public comment</p> <p>VII. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. 	<p>forward. Ms. Quintance will invite Jessica Bartholow to attend.</p>



San Francisco Food Security Task Force

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Food Stamps Working Group (report given by Mr. O'Farrell):</p> <ul style="list-style-type: none"> I. Farm Bill update <ul style="list-style-type: none"> • The House of Representatives has prepared legislation known as HR 2419 (Farm Bill) and Mr. O'Farrell described some of the highlights as contained in the APHSA side-by-side where the House Bill is compared with the Administration proposal and the two existing Senate Bills. II. Update on Food Stamp Access and Participation Grant <ul style="list-style-type: none"> • The Call Center component is scheduled to go live October 23, 2007. The cases have been purged and placed in a case bank and FSP staff consolidated Intake on the second floor and Carrying on the third floor of 1235 Mission. 558-1001 is the new phone number for calls to service center. The Food Assistance service center serves both existing customers and can help callers not on FSP benefits determine if they might be eligible. Ms. Wertheim has held two focus groups with faith and community based organizations located in the Chinatown area of San Francisco and is planning similar focus groups in the Mission District to learn more about why immigrants who are eligible for FSP benefits are not applying for benefits. We are planning to use kiosks at community and faith sites that include a web cam, PC, all-in-one printer, fax, copier and phone to facilitate remote application and recertification for FSP benefits. The website is on a slower track and the USDA Food and Nutrition Service raised concern about how much in grant funds might need to go for the web site. The FSP is in ongoing talks with the USDA grant office to see how we can make it all work. III. Set agenda for next meeting <ul style="list-style-type: none"> A. Update on Farm Bill B. Update on Food Stamp Access and Participation Grant C. Set agenda for next meeting D. Public comment IV. Public Comment <ul style="list-style-type: none"> • Public comments are incorporated above. 	

San Francisco Food Security Task Force

Minutes from September 5, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p><u>Older Adults Working Group (report given by Ms. Jensen):</u></p> <ul style="list-style-type: none"> I. Introduction of Older Adults Working Group members <ul style="list-style-type: none"> • Diana Jensen and Meredith Terrell were present. II. Review Older Adults Working Group objectives <ul style="list-style-type: none"> • The group reviewed the FSTF older adults objectives, and agreed to focus primarily on Objective #1 in the upcoming special meeting of the older adults workgroup. It also discussed the possibility of suggesting an outreach campaign to increase the number of people who receive the SSI restaurant allowance, potentially identifying a mechanism for reaching individuals who live in SRO hotels. III. Discuss and assign tasks to complete objectives <ul style="list-style-type: none"> • Present workgroup members agreed to focus the upcoming special meeting on identifying specific ways in which the existing older adults food programs do not function together well in order to identify possible strategies for achieving a more holistic set of citywide programs. The group agreed that a more efficient and holistic approach to older adults food security needs may impact some of the other objectives indirectly. IV. Set agenda for next meeting <ul style="list-style-type: none"> A. Discuss policy recommendation #1: "Support DAAS' efforts to consider older adults' food issues and programs holistically. Policy discussions should take into account all programs in the City offering food services to older adults, including those supported by DAAS, those supported by government entities other than DAAS, and those offered by nonprofit organizations without the support of public funding." B. Set agenda for next meeting C. Public Comment V. Public Comment <ul style="list-style-type: none"> • Public comments are incorporated above <p>Public Comment: Public comments are incorporated above.</p>	



APPROVED**San Francisco Food Security Task Force**

Minutes from September 5, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Public Comment	None	None.
9. Adjournment	Ms. Quintance adjourned the meeting at 3:26pm. The next meeting will be held on Wednesday, October 3, 2007 from 1:30pm-3:30pm at City Hall in Room 278.	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, October 3, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Leo O'Farrell
Anne Quaintance
Dennis Stewart
Timothy Thole

2. Approval of Minutes from September 5, 2007 [Discussion Item and Possible Action Item]

3. Food Stamp ineligibility for SSI recipients. *Guest speaker: Jessica Bartholow, Statewide Program Manager, Food Stamp Outreach and Nutrition Education Programs, California Association of Food Banks* [Discussion Item and Possible Action Item]

a. Public comment

4. Recommendation to Board of Supervisors for reauthorization of Food Security Task Force [Discussion Item and Action Item]

a. Public comment

5. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

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6. Update on food related meetings attended by Task Force members [Discussion Item and Possible Action Item]

- a. Public comment

7. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

- A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - V. *Public comment*

- B. Child Nutrition Working Group

- I. *Discussion of SFUSD Outreach Day*
[Discussion Item and Possible Action Item]
 - II. *Select next work priorities*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- C. Food Stamp Working Group

- I. *Update on Farm Bill*
[Discussion Item and Possible Action Item]
 - II. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- D. Older Adults Working Group

- I. *Approve minutes from special meeting on September 5, 2007*
[Discussion Item and Possible Action Item]
 - II. *Discuss policy recommendation #1*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

8. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. Advocacy Working Group*
- B. Child Nutrition Working Group*
- C. Food Stamp*
- D. Older Adults Working Group*
- E. Public comment*

9. Public Comment

10. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

Copies of the Sunshine Ordinance can be obtained from the Interim Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

DISABILITY ACCESS

City Hall is between Grove and McAllister Streets and is wheelchair accessible. The closest BART and MUNI Metro Station is Civic Center, about three blocks away. Accessible MUNI lines nearest City Hall are: 42 Downtown Loop, 49 Van Ness-Mission and F-Market & MUNI Metro (Civic Center Station).

For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking available in the vicinity of City Hall.

For assistance with special needs (large print agendas, sign language interpreters, etc.), call Jill Lerner at 554-6075.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that others may be sensitive to various chemical based products. Please help the City accommodate these individuals.

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For more information about the Lobbyist Ordinance, contact the Ethics Commission at 1390 Market Street, Suite 701, San Francisco, CA 94102, (415) 554-9510, FAX (415) 703-1021, or visit its website at <http://www.sfgov.org/ethics>.

San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

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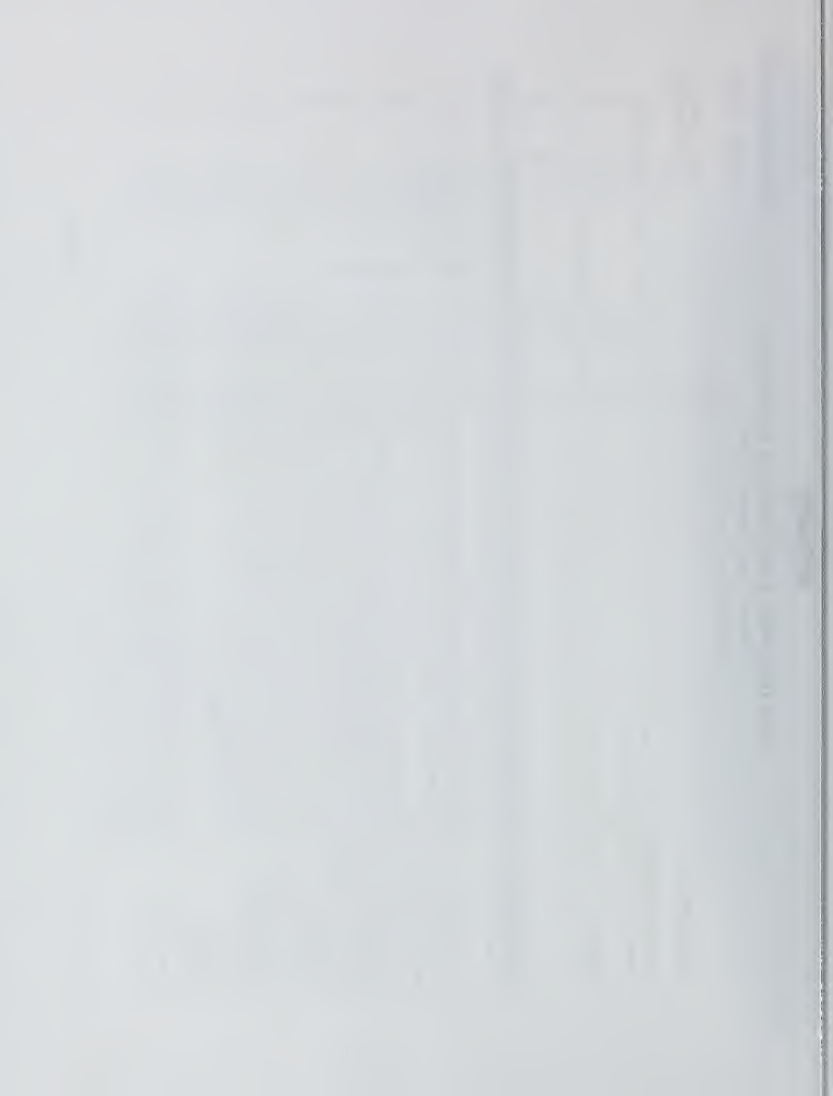
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In Attendance

Task Force Members: Libby Albert, Jacqueline Battle, Gina Fromer, Bruce Ito, Maria LeClair, Leo O'Farrell, Angelina Cahalan, Anne Quaintance, and Christine Wong Mineta

Public: Jessica Bartholow, Jerusha Breslar, Caroline Fitzroy, Diana Jensen, Paula Jones, Navina Khanna, Marguerite Nowak, Zetta Reicku, Colleen Rivecca, Meredith Terrell, Julie Wasem, and Aregawie Yosef

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Ms. Quaintance, Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from September 5, 2007	Minutes from September 5, 2007 were unanimously approved with no changes. Ms. Fromer moved to approve the minutes, which were seconded by Mr. Ito.	Ms. Wong Mineta will post approved minutes.
3. Food Stamp ineligibility for SSI recipients. <i>Guest speaker: Jessica Bartholow, Statewide Program Manager, Food Stamp Outreach and Nutrition Education Programs, California Association of Food Banks</i>	<p>Ms. Bartholow distributed and discussed a draft of a Food Stamp Outreach and Access, Food Stamp Cashout Dilemma Fact Sheet. She highlighted how certain populations may not be eligible for food stamps in California. People receiving Supplemental Security Income (SSI) and the State Supplemental Portion (SSP) are not eligible to receive food stamp benefits due to a policy called Food Stamp Cashout, which was the result of a state decision made several decades ago. If a person only receives SSI, they are still eligible for food stamps. She stated that SSI doesn't make people ineligible for food stamps, SSP does. Someone could get a very small amount of SSP, which would make them ineligible for food stamps. People don't always know the amount that they receive or their benefits.</p> <p>Ms. Bartholow stated that there are three key concerns regarding Cashout: 1) it may reduce its overall benefits, 2) categorical eligibility and automatic enrollment would be needed, and 3) ending Cashout would need to be moderated in order not to harm some people. She stated that one strategy may be to end Cashout for only certain populations and not others.</p>	



San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>The TF discussed findings from CFPA focus groups, a Mathematica study and others. The TF agreed that there is limited data and the Mathematica study should be reviewed again for accuracy and relevance today. Ms. Bartholow stated that CFPA is looking at trying to fund another Mathematica study challenging the assumptions that were made on the first study.</p> <p>Mr. O'Farrell made a motion to further explore the research on how many people are on SSI in San Francisco, how many people are on the caseload, and what the existing Mathematica study would look like if it was redone. Ms. Jensen will spearhead this exploration. The motion was seconded by Mr. Ito and it was unanimously approved by the TF.</p> <p>Public Comment: Public comment is incorporated above.</p>	<p>Ms. Jensen will follow up with Ms. Bartholow on the Mathematica report and other issues on behalf of the TF.</p>
<p>4. Recommendation to Board of Supervisors for reauthorization of Food Security Task Force</p>	<p>Supervisor Maxwell is supportive of the reauthorization of the Food Security Task Force.</p> <p>Mr. O'Farrell suggested giving the new Supervisor a copy of the Food Security Task Force's report.</p> <p>Public Comment: None.</p>	<p>Ms. Quaintance will work with Supervisor Maxwell's aide to finalize the reauthorization.</p> <p>A FSTF report will be sent to the new Supervisor.</p>
<p>5. Update on City nutrition programs</p>	<p>Ms. Quaintance stated that she and Mr. O'Farrell went to the Bay Area Nutrition and Physical Activity Committee (BANPAC) meeting. They responded to questions regarding the work that is going on in San Francisco. The next BANPAC meeting will focus on food security and be held in San Francisco at the State Building on December 3, 2007.</p> <p>Public Comment: None.</p>	<p>None.</p>

San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Update on food related meetings attended by Task Force members	<p>Ms. Jones stated that there are about two new salad bars showing up in San Francisco schools each week. The Mayor and DCYF gave half a million dollars to the school district to implement the salad bars. Ms. Jones stated that she talked to one of the major vendors in the City who said that it would be difficult to roll out the salad bars in some of the elementary schools because they don't even have a sink.</p> <p>Ms. Jones stated that they are going to request money from the Prop H Committee for the POS system and salad bars.</p> <p>Public Comment: Public comment is incorporated above.</p>	None.
7. & 8. Task Force Working Group breakout sessions and report back to full Task Force	<p><u>REPORTING BACK TO FULL TASK FORCE:</u></p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> I. Update and review legislative priorities and status <ul style="list-style-type: none"> • The legislative priorities were discussed. Ms. Nowak will continue to update and will give to Ms. Wong Mineta to forward to the TF. II. Identify emerging issues and opportunities <ol style="list-style-type: none"> A. CSFP (Commodity Supplemental Food Program) – The House voted to fund the program at \$150 million! However, the Senate Appropriations Committee (including Senator Feinstein) proposed to fund CSFP at \$128 million, which will not allow program expansion. We need to keep the pressure on our Senators to fully fund CSFP. B. 2007 Farm Bill – passed the House and set aside \$4 billion over 5 years for key improvements to nutrition programs. Senate still hasn't drafted their version (the deadline for passage was October 1, so we are operating on a continuing resolution). We have sent postcards, letters and urged others to contact their Senators to support the House's efforts and increase funding for nutrition program improvements. C. State legislative actions – 2 of the Food Stamp bills did not make it, but AB 1382 removal of finger-imaging and AB 508 removal of barriers to people 	

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San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>with drug-related felonies have gone to the Governor— we expect a veto but will keep the pressure on.</p> <p>D. SSI – depending on results from HAS of how many seniors vs. families receive SSI we will begin work on this issue.</p> <p>III. Action Plan for October</p> <p>A. Update Task Force legislative priorities and ask Ms. Wong Mineta to distribute</p> <p>B. Forward letter from the Mayor to Ms. Wong Mineta for distribution</p> <p>C. Schedule a meeting with new Supervisor Chu</p> <p>D. Write a letter from Task Force Chair to the Governor urging passage of AB 1382 and AB 508</p> <p>E. Contact Task Force as appropriate regarding needed Farm Bill/CSFP actions</p> <p>F. Develop list of additional agencies & people that should be receiving info on the Task Force – Mr. Ito</p> <p>G. Contact an expert to provide an overview of city legislative process or budget process at next task force meeting – Mr. Ito</p> <p>H. Research other urban food security groups – possible St. Anthony's intern project.</p> <p>I. Begin research into SSI & Food Stamp issues – possible St. Anthony's intern project</p> <p>IV. Set Agenda for Next Month</p> <p>A. Update and review legislative priorities and status</p> <p>B. Identify emerging issues and opportunities</p> <p>C. Set an action plan for the next month</p> <p>D. Set agenda for next meeting</p> <p>E. Public Comment</p> <p>V. Public comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. 	<p>Action items for the Advocacy Working Group are indicated under III.</p> <p>Action Plan for October.</p>



San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Child Nutrition Working Group (report given by Ms. Albert):</p> <p>I. Update on Summer Lunch</p> <p>A. Ms. Albert reported that just under 5,000 meals per day were served this summer which is a slight reduction from last year</p> <p>II. Discussion of SFUSD Outreach Day</p> <ul style="list-style-type: none"> • Meal application outreach occurred on 9/19/07. • Volunteers from San Francisco Food Bank, Recreation and Parks Department and DCYF were stationed at 13 schools. • Schools with low meal application returns and higher cash shortages, as well as schools with free/reduced data between 45-55%, were targeted. • Feedback from volunteers at ER Taylor and Rosa Parks was summarized on a handout and discussed by the working group. • For next year: start planning earlier; consider having a stipend position at the schools to work on application returns; train parents and other trusted people in the communities, go to places where parents congregate (parent university, PTA meetings, back to school nights) to do outreach; look at Alum Rock School District to see what they do to get 99% return rate; work with parent liaisons, secretaries, social workers and nurses; and coordinate with Leo O'Farrell so that Food Stamps can do targeted outreach in areas with schools with close to 50% free/reduced meals. <p>III. Select next work priorities</p> <p>A. Keep working on meal application return until the end of October</p> <p>IV. Set agenda for next meeting</p> <p>A. Discussion of meal application return</p> <p>B. Discuss after school snack</p> <p>C. Select next work priorities</p> <p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>VII. Public Comment</p> <ul style="list-style-type: none"> • Public comments are incorporated above. 	

San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Food Stamps Working Group (report given by Mr. O'Farrell and Ms. Wertheim):</p> <p>I. Update on Farm Bill</p> <p>A. No significant or visible progress yet on this five year reauthorization of the Farm Bill, but action is expected sometime in October. Senator Harkin is expected to put a bill out that is to be compared with the House bill and Administration Farm Bill proposal.</p> <p>II. Update on Food Stamp Access and Participation Grant</p> <p>A. The San Francisco office is gearing up to launch the service center on October 23, 2007. The Food Assistance Service Center is going to have 18 eligibility staff who answers the phones from 8:00am to 5:00pm and the other eligibility workers who used to carry caseloads are going to be managing tasks such as quarterly report budgeting, recertification, income verification reports and other changes. The phone workers are to be on the phone 60 percent of their work day, spending the rest of the day performing tasks and following up on phone call activities. Of the three grant components, this change is the most profound for the Food Stamp offices as it is a complete upgrade of how existing customers are served. In addition, the Food Assistance Service Center (558-1001) is going to refer calls from prospective customers to intake eligibility workers who will screen for eligibility, set up custom appointments, mail out applications and make referrals to 211 for people who do not qualify for Food Stamps.</p> <p>Progress on the web application is being slowed by two factors: getting the Food and Nutrition Service to sign off on a grant modification where San Francisco uses more grant funds to pay for modification of the Access Wisconsin web site; and deliberations between legal counsel for the contractor and the City on the work to be performed to develop a user friendly, customer facing web application in three languages.</p> <p>Work with the Faith and Community organizations continues with focus groups being held in three locations in three focus group locations. As of 2/3/07, focus groups were convened in the Mission, Tenderloin and Chinatown, and two more scheduled for the Bayview on 10/9/07. These</p>	

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San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>meetings are with service providers and with potential or existing Food Stamp customers who are representative of the community. They are planning to use the findings from the community to develop a model of Food Stamp application and delivery that meets the needs of diverse San Franciscans.</p> <p>III. Set agenda for next meeting</p> <ol style="list-style-type: none"> Update on Farm Bill Update on Food Stamp Access and Participation Grant Set agenda for next meeting Public comment <p>IV. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p>Older Adults Working Group (report given by Ms. Terrell):</p> <ol style="list-style-type: none"> Approve minutes from special meeting on September 5, 2007 <ol style="list-style-type: none"> Ms. Terrell made a motion to approve the minutes with no changes, which were seconded by Ms. Jensen. Minutes were approved unanimously. Discuss policy recommendation #1 <ol style="list-style-type: none"> Leverage the resources of IHSS independent providers. <ol style="list-style-type: none"> Ms. Terrell reported back to the group that the San Francisco Food Bank would be interested in a pilot in which In Home Support Services independent providers (IP's) were given access to targeted food pantries to pick up groceries for clients as well as themselves if they are in need of food assistance. Ms. Yosef of IHSS suggested that the pilot be conducted at an IHSS building which is staffed with a dedicated social worker. Need for temporary home-delivered meals <ol style="list-style-type: none"> Ms. Wasem of Project Open Hand stated that there is a current gap in home-delivered service for people who have previously not needed home-delivered meals but find themselves in a temporary situation such 	<p>Ms. Yosef will get in contact with Meredith Terrell to identify a building for the pilot.</p> <p>Ms. Wasem will find out</p>

THE JOURNAL OF THE
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VOLUME 100, PART 1, 2000

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San Francisco Food Security Task Force

Minutes from October 3, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>as coming home from the hospital and needing home-delivered meal service for a temporary amount of time such as three months. Under the current system a person can apply for home-delivered meal service when they are discharged from the hospital and the person is put on the waiting list. The waiting list is usually several months long and by the time the person is offered home-delivered meal service, often times he/she no longer needs it.</p> <p>ii. Ms. Jensen of Human Service Agency (HSA) Department of Adult and Aging Services (DAAS) reported to the group that internally in DAAS a discussion has come up about the same issue. DAAS is looking at using money from the Community Living Fund to support temporary/emergency home-delivered meals.</p> <p>C. Need for home-delivered groceries</p> <p>i. Ms. Terrell reported that she has been researching a variety of models for piloting a home-delivered grocery program. In response to a suggestion from a previous meeting, she contacted Little Brothers Friends of the Elderly to see if that home-visiting volunteer program may be interested in participating in such a program in the future. The contact at the organization did indicate some interest.</p> <p>III. Set agenda for next meeting</p> <p>A. Report on progress of IHSS pilot with San Francisco Food Bank Pantries</p> <p>B. Update group on progress of temporary home delivered meal situation</p> <p>C. Further discussion of need for home delivered groceries</p> <p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>IV. Public comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p>Public Comment: Public comments are incorporated above.</p>	<p>how many clients at POH face this situation.</p> <p>Ms. Jensen will keep the group apprised of the dialogue in DAAS regarding this issue.</p> <p>Ms. Terrell will keep the group apprised of her continued research in this area.</p> <p>Ms. Jensen will follow-up on the possibility of identifying demand for home-delivered groceries among current home-delivered meal (HDM) recipients during regular HDM reassessments.</p>

Date	Description	Amount	Balance
1890			
Jan 1	Balance		100.00
Jan 15	Interest	5.00	105.00
Feb 1	Interest	5.00	110.00
Feb 15	Interest	5.00	115.00
Mar 1	Interest	5.00	120.00
Mar 15	Interest	5.00	125.00
Apr 1	Interest	5.00	130.00
Apr 15	Interest	5.00	135.00
May 1	Interest	5.00	140.00
May 15	Interest	5.00	145.00
Jun 1	Interest	5.00	150.00
Jun 15	Interest	5.00	155.00
Jul 1	Interest	5.00	160.00
Jul 15	Interest	5.00	165.00
Aug 1	Interest	5.00	170.00
Aug 15	Interest	5.00	175.00
Sep 1	Interest	5.00	180.00
Sep 15	Interest	5.00	185.00
Oct 1	Interest	5.00	190.00
Oct 15	Interest	5.00	195.00
Nov 1	Interest	5.00	200.00
Nov 15	Interest	5.00	205.00
Dec 1	Interest	5.00	210.00
Dec 15	Interest	5.00	215.00
Total			215.00

Received of
 the Treasurer of the
 City of New York
 the sum of
 \$215.00
 for the year 1890

San Francisco Food Security Task Force

Minutes from October 3, 2007
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Public Comment	Public comments are incorporated above.	None.
10. Adjournment	Ms. Quaintance adjourned the meeting at 3:25pm. The next meeting will be held on Wednesday, November 7, 2007 from 1:30pm-3:30pm at City Hall in Room 278. Ms. Albert will chair the next meeting in Ms. Quaintance's absence.	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, November 7, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Leo O'Farrell
Anne Quintance
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from October 3, 2007 [Discussion Item and Possible Action Item]
3. Presentation on City budget process. *Guest speaker: Nani Coloretti, Budget Director, City and County of San Francisco, Mayor's Office of Public Policy and Finance (To Be Confirmed)* [Discussion Item and Possible Action Item]
- a. Public comment
4. Southeast Food Access Working Group survey results. *Guest speaker: Christina Goette Carpenter, Health Promotion Consultant, San Francisco Department of Public Health, Community Health Promotion and Prevention* [Discussion Item and Possible Action Item]
- a. Public comment
5. Update on recommendation to Board of Supervisors for reauthorization of Food Security Task Force [Discussion Item and Action Item]
- a. Public comment

6. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
7. Update on food related meetings attended by Task Force members [Discussion Item and Possible Action Item]
 - a. Public comment
8. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Discussion on meal application return*
[Discussion Item and Possible Action Item]
 - II. *Discussion on after school snacks*
[Discussion Item and Possible Action Item]
 - III. *Select next work priorities*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - V. *Public comment*
 - C. Food Stamp Working Group
 - I. *Update on Farm Bill*
[Discussion Item and Possible Action Item]
 - II. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- D. Older Adults Working Group
 - I. *Report on progress of IHSS pilot with San Francisco Food Bank Pantries*
[Discussion Item and Possible Action Item]
 - II. *Update group on progress of temporary home delivered meal situation*
[Discussion Item and Possible Action Item]
 - III. *Further discussion of need for home delivered groceries*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - V. *Public comment*
- 9. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 10. Public Comment
- 11. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

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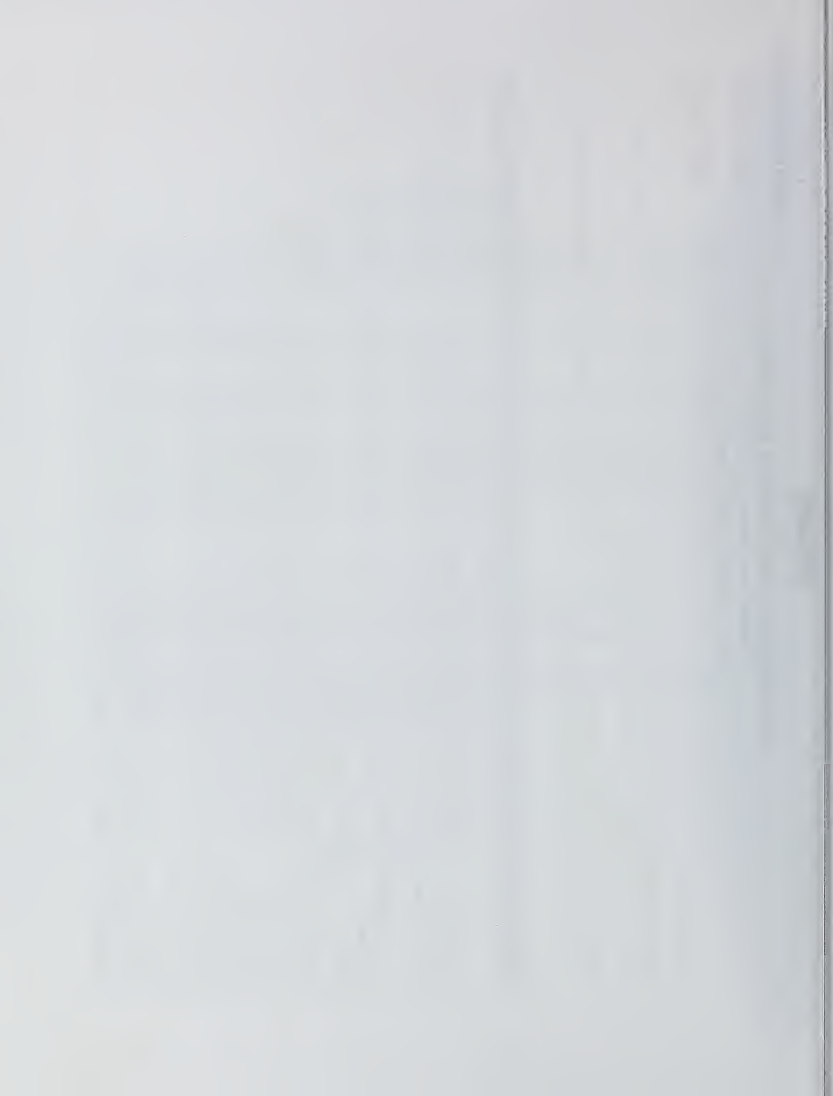
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In Attendance

Task Force Members: Libby Albert, Walter Gilton (for Jacqueline Battle), Angelina Cahalan, Bruce Ito, Loretta Lee, Leo O'Farrell, Marguerite Nowak (for Anne Quaintance), and Christine Wong Mineta

Public: Christina Goette Carpenter, Susana Hennessey-Lavery, Michael Janis, Diana Jensen, Paula Jones, Doris Lee, Ashley McCumber, Marguerite Nowak, Meredith Terrell, and Aregawie Yosef

Agenda Topic	Discussion	Action Item
1. Call to Order	1:35pm by Ms. Albert, Vice-Chair of the Food Security Task Force (TF).	None.
2. Approval of Minutes from October 3, 2007	Minutes from October 3, 2007 were unanimously approved with no changes. Mr. Ito moved to approve the minutes, which were seconded by Mr. O'Farrell.	Ms. Wong Mineta will post approved minutes.
3. Presentation on City Budget process	This presentation was postponed to a future meeting. A speaker was not confirmed. Public Comment: None.	None.
4. Southeast Food Access Working Group survey results. <i>Guest speakers: Christina Goette Carpenter, Health Promotion Consultant and Susana Hennessey-Lavery, Health Educator, San Francisco</i>	Ms. Hennessey-Lavery, Ms. Goette Carpenter, and Mr. Janis presented on the Southeast Food Access Working Group (SEFA) and highlighted survey results from "Food Preferences in San Francisco's Southeast Sector." SEFA formed in January 2007 as a result of the Shape Up San Francisco Summit the previous year. It consists of community based and City and County of San Francisco based partners. SEFA focuses its efforts on nutrition education/awareness raising, working with food pantries and other programs through community based organizations, and full service markets. Ms. Hennessey-Lavery discussed the SEFA survey results. She stated that it was administered to nearly 600 residents in Bayview Hunters Point and Visitacion Valley and revealed that 94% of these residents said they would actively support new food options in their neighborhoods. Respondents cared about values associated with	None.



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p><i>Department of Public Health, Community Health Promotion and Prevention & Michael Janis, General Manager, San Francisco Wholesale Produce Market</i></p>	<p>workers rights and organic foods. Most residents bought their food outside of the neighborhood due to lack of quality/freshness of food and a safe pleasant shopping atmosphere. The study also noted that 55% preferred a large grocery store, while 45% preferred a couple of smaller stores in different locations. 23% of the respondents were Food Stamp or WIC participants.</p> <p>SEFA has been working on full service market efforts including: development of marketing materials, working with existing markets, and support efforts of MOEWD. The group also hopes to continue future work in the areas of nutrition education/awareness raising, working with existing/new grocery stores, and continuing collaborations with SEFA member projects. Ms. Goette Carpenter stated that the Board of Supervisors approved an ordinance which lifted a ban on any new liquor licenses in certain areas in San Francisco. The ordinance also further defined who was allowed to obtain a liquor license. This posed a barrier to those grocery stores interested in coming to the Bayview Hunters Point and Visitacion Valley neighborhoods.</p> <p>Public Comment: Public comment is incorporated above.</p>	
<p>5. Update on recommendation to Board of Supervisors for reauthorization of Food Security Task Force</p>	<p>Ms. Albert reminded the TF that the legislation of the Food Security Task Force technically sunsets this month; however the TF will be extended through the support of Supervisor Maxwell. Ms. Nowak added that the FSTF has been reauthorized for one additional year.</p> <p>Ms. Nowak stated that Ms. Quintance will be leaving the San Francisco Food Bank. Ms. Quintance's further involvement with the Task Force has not yet been determined.</p> <p>Public Comment: None.</p>	<p>None.</p>



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Update on City nutrition programs	<p>Ms. Lee gave an update on the implementation of the SFUSD salad bars. Efforts will be focused on middle and high schools instead of elementary schools. There have been challenges regarding the younger kids having enough time to eat since the salad bars may slow the lunch line down.</p> <p>Ms. Jones stated that a Prop H hearing will be coming up regarding the POS system and how the City allocates funds to school districts.</p> <p>Public Comment: Public comment is incorporated above.</p>	None.
7. Update on food related meetings attended by Task Force members	<p>Ms. Nowak stated that she spoke to the Clerk of the Board of Supervisors who informed her that she cannot come to formally speak about the City legislative process; however, she was open to answering the TF's questions and offer support.</p> <p>Ms. Albert invited September Jarrett from DCYF to come to present about the needs assessment for the City and get the TF's input of how DCYF should spend their money at the next TF meeting.</p> <p>Public Comment: Public comment is incorporated above.</p>	None.
8. & 9. Task Force Working Group breakout sessions and report back to full Task Force	<p><i>REPORTING BACK TO FULL TASK FORCE:</i></p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <p>I. Update and review legislative priorities and status</p> <ul style="list-style-type: none"> The legislative priorities were discussed. Ms. Nowak will continue to update and will give to Ms. Wong Mineta to forward to the TF. <p>II. Identify emerging issues and opportunities</p> <p>A. 2007 Farm Bill – passed the House and set aside \$4 billion over 5 years for key improvements to nutrition programs. Senate Agriculture Committee has drafted their version and it is on the floor this week. Differences between the two bills are summarized in the legislative agenda. We must</p>	



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>keep the pressure on our Senators and should think about writing an op-ed or letter to the editor from the Task Force regarding hunger and poverty not being included in the debate.</p> <p>B. State legislation – The Governor vetoed AB 1382, removal of fingerprinting, and AB 508, removal of barriers to people with drug-related felonies. While the Governor did not sign any of our legislation, all bills passed the Assembly & Senate which is positive.</p> <p>C. SSI – depending on results from HAS of how many seniors vs. families receive SSI we will begin work on this issue.</p> <p>III. Action Plan for November</p> <p>A. Update Task Force legislative priorities and ask Ms. Wong Mineta to distribute</p> <p>B. Schedule a meeting with new Supervisor Chu</p> <p>C. Consider writing an op-ed or letter to the editor from the Task Force about the lack of coverage on poverty and hunger in the 2007 Farm Bill</p> <p>D. Contact Task Force as appropriate regarding needed Farm Bill/CSFP actions</p> <p>E. Develop list of additional agencies and people that should be receiving information on the Task Force- Mr. Ito</p> <p>F. Contact an expert to provide an overview of City legislative process at next Task Force meeting- Mr. Ito</p> <p>G. Research other urban food security groups- possible St. Anthony's intern project</p> <p>H. Begin research into SSI and Food Stamp issue- St. Anthony's intern project</p> <p>IV. Set Agenda for Next Month</p> <p>A. Update and review legislative priorities and status</p> <p>B. Identify emerging issues and opportunities</p> <p>C. Set an action plan for the next month</p> <p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>V. Public Comment</p>	<p>Action items for the Advocacy Working Group are indicated under III. Action Plan for November.</p>



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Public comments are incorporated above. <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <ol style="list-style-type: none"> Discussion on meal application return <ul style="list-style-type: none"> Draft report on meal application return Ms. Albert continued working with SNS to try to get applications returned. She will attend a meeting with after school providers to ask for assistance. Add to report- data about return, analysis about how much money we can make with an increase in return Discussion on after school snacks <ul style="list-style-type: none"> This item was postponed until the December TF meeting. Select next work priorities <ul style="list-style-type: none"> Discuss snack program utilization Set agenda for next meeting <ol style="list-style-type: none"> Update meal application return Discussion on after school snack program Report on school observations from Louise Stephens (Interim for San Francisco Food Systems) Select next work priorities Set agenda for next meeting Public comment Public Comment <ul style="list-style-type: none"> Discussed POS system and TF writing letter in support Public comments are incorporated above. <p><u>Food Stamps Working Group (report given by Mr. O'Farrell):</u></p> <ol style="list-style-type: none"> Update on Farm Bill <ul style="list-style-type: none"> No update was reported. Update on Food Stamp Access and Participation Grant 	



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> On October 23, 2007 the Food Stamp call center (Food Assistance Service Center) opened. All phone numbers of the eligibility workers have been routed to the call center's main number- 558-1001. Over 3,000 phone calls were received from October 23, 2007 through November 2, 2007. Staff are available to assist in six languages. Over 15,000 mailers were sent out. Eligibility workers now respond to any call routed to them, not just their individual caseload. Of the over 350 calls received over the weekend, approximately, 77% calls were in English, 10% were in Cantonese, 9% were in Spanish, 1% were in Mandarin, 2% were in Tagalog, Russian or Vietnamese. Wait time averaged 16 seconds. About 3% of calls were abandoned. 191 intake calls were received from October 23, 2007 through November 2, 2007. <p>III. Set agenda for next meeting</p> <ol style="list-style-type: none"> Update on Farm Bill Update on Food Stamp Access and Participation Grant Set agenda for next meeting Public comment <p>IV. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p><u>Older Adults Working Group (report given by Ms. Terrell):</u></p> <ol style="list-style-type: none"> Report on progress of IHSS pilot with San Francisco Food Bank pantries <ol style="list-style-type: none"> October 12, 2007 Timothy Ballard and Leslie Barry with In Home Support Services Program Department of Adult and Aging Services met with Ms. Terrell at the San Francisco Food Bank. Ms. Terrell, Mr. Ballard and Ms. Barry discussed the idea of partnering SFFB food pantries and IHSS care providers to get groceries to homebound older adults and older adults with limited mobility. 	



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • IHSS has agreed to offer client's care providers additional shopping hours to receive groceries from SFFB food pantries as pantry lines can often be long and time prohibitive. As an added incentive, SFFB has offered to allow care providers to pick up groceries for themselves as well as their clients if they are in need of food assistance. Usually food pantries allow one portion of food per person in line. • Mr. Ballard suggested we target Bethany Center, Eastern Park Apartments and Western Park Apartments as IHSS has social workers dedicated to these sites. • Mr. Ballard agreed to draft a survey to determine: if residents currently receive SFFB food pantry groceries; if they do receive SFFB food pantry groceries is it enough for their food needs for the month; if they are not receiving SFFB food pantry groceries would they like to receive them; are their care providers interested in SFFB food pantry groceries. <p>B. Once the survey is finalized Mr. Yosef suggested we work with social workers in the buildings to distribute the surveys.</p> <p>II. Update group on progress of temporary home delivered meal situation</p> <p>A. Ms. Jensen reported that DAAS is working with contractors such as Meals on Wheels (MOW) to identify emergency cases and serve them.</p> <p>B. DAAS continues working on a plan to get emergency cases funded via the Community Living Fund.</p> <p>C. Ashley McCumber, Executive Director of Meals On Wheels, reported that his organization has been successful thus far serving emergency cases.</p> <p>D. Mr. McCumber reported that while MOW has the capacity to increase the number of meals fairly easily, it faces challenges incorporating meals into already tight routes.</p> <p>III. Further discussion of need for home delivered groceries</p> <p>A. Ms. Jensen suggested the group wait to discuss this recommendation further until Jason Ademack, Manager of the DAAS clearing house, is present as he has been working on this issue.</p> <p>IV. Set agenda for next meeting</p>	<p>Mr. Ballard will draft the survey and send to Ms. Terrell. Ms. Terrell will send the survey to Older Adults working group for feedback.</p> <p>Ms. Terrell will send out information that she has gathered about Home Delivered Groceries to the</p>



San Francisco Food Security Task Force

Minutes from November 7, 2007

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>A. Home delivered groceries B. Set agenda for next meeting C. Public comment V. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p>Public Comment: Public comments are incorporated above.</p>	work group in preparation for next month's meeting.
10. Public Comment	Public comments are incorporated above.	None.
11. Adjournment	<p>Ms. Albert adjourned the meeting at 3:23pm.</p> <p>The next meeting will be held on Wednesday, December 5, 2007 from 1:30pm-3:30pm at City Hall in Room 278.</p>	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, December 5, 2007 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
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Dennis Stewart
Timothy Thole

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2. Approval of Minutes from November 7, 2007 [Discussion Item and Possible Action Item]

3. Presentation of the Department of Children, Youth and Their Families' 2008 Community Needs Assessment. *Guest speaker: September Jarrett, Director of Policy and Planning, Department of Children Youth and Their Families* [Discussion Item and Possible Action Item]

a. Public comment

4. Discussion and nominations for a new Chair of the Food Security Task Force [Discussion Item]

a. Public comment

5. Update on recommendation to Board of Supervisors for reauthorization of Food Security Task Force [Discussion Item and Possible Action Item]

a. Public comment

6. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

7. Update on food related meetings attended by Task Force members [Discussion Item and Possible Action Item]

a. Public comment

8. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Update meal application return*
[Discussion Item and Possible Action Item]
- II. *Discussion on after school snack program*
[Discussion Item and Possible Action Item]
- III. *Report on school observations from Louise Stephens (Interim for San Francisco Food Systems)*
- IV. *Select next work priorities*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

C. Food Stamp Working Group

- I. *Update on Farm Bill*
[Discussion Item and Possible Action Item]
- II. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. *Public comment*

- D. Older Adults Working Group
 - I. *Further discussion of need for home delivered groceries*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
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 - III. *Public comment*
- 9. Task Force Working Group breakout sessions report back to full Task Force
[Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
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 - C. *Food Stamp*
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 - E. *Public comment*
- 10. Public Comment
- 11. Adjournment

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City Hall

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71-26-07611:48 7170

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a. Public comment

5. Discussion and nominations for a new Chair of the Food Security Task Force [Discussion Item]

a. Public comment

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6. Update on recommendation to Board of Supervisors for reauthorization of Food Security Task Force [Discussion Item and Possible Action Item]
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 - C. Food Stamp Working Group
 - I. *Update on Farm Bill*
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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
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FOOD SECURITY TASK FORCE

Wednesday, February 6, 2008 at 1:30p.m.-3:30p.m.

City Hall

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San Francisco, CA 94102

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2. Approval of Minutes from December 5, 2007 [Discussion Item and Possible Action Item]

3. Presentation on City's legislative process. *Guest speaker: Colleen Crowley, Legislative Aide, Office of Supervisor Carmen Chu* (To be confirmed.) [Discussion Item and Possible Action Item]

a. Public comment

4. Vote for new Chair of the Food Security Task Force [Discussion Item and Action Item]

a. Public comment

5. Update on the reauthorization of the Food Security Task Force [Discussion Item and Possible Action Item]

a. Public comment

6. Review draft of the report on meal application return/direct certification [Discussion Item and Possible Action Item]

a. Public comment

7. Food Security Task Force update to strategic plan [Discussion Item and Possible Action Item]
 - a. Public comment
8. Food budget standing items and updates [Discussion Item and Possible Action Item]
 - a. Public comment
9. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
10. Update on food related meetings attended by Task Force members [Discussion Item and Possible Action Item]
 - a. Public comment
11. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Update meal application return*
[Discussion Item and Possible Action Item]
- II. *Discussion on after school snack program*
[Discussion Item and Possible Action Item]
- III. *Report on school observations from Louise Stephens (Interim for San Francisco Food Systems)*
- IV. *Select next work priorities*
[Discussion Item and Possible Action Item]
- V. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- VI. *Public comment*

- C. Food Stamp Working Group
 - I. *Update on Farm Bill*
[Discussion Item and Possible Action Item]
 - II. *Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- D. Older Adults Working Group
 - I. *Further discussion of need for home delivered groceries*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- 12. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 13. Public Comment
- 14. Adjournment

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
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San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

MAR - 7 2008

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In Attendance

Task Force Members: Libby Albert, Angelina Cahalan, Bruce Ito, Maria LeClair, Leo O'Farrell, Marguerite Nowak, Timothy Thole and Christine Wong Mineta

Public: Diana Jensen, Paula Jones, and Meredith Terrrell

Agenda Topic	Discussion	Action Item
1. Call to Order	1:36pm by Ms. Albert	None.
2. Approval of Minutes from December 5, 2007	Minutes from December 5, 2007 were unanimously approved with no changes. Ms. Cahalan moved to approve the minutes, which were seconded by Mr. O'Farrell.	Ms. Wong Mineta will post approved minutes.
3. Presentation on City's legislative process. Guest speaker: Colleen Crowley, Legislative Aide, Office of Supervisor Carmen Chu (to be confirmed)	Guest speaker was not confirmed. Public Comment: None.	None.
4. Vote for new Chair of the Food Security Task Force	Leo O'Farrell was nominated as Chair of the Food Security Task Force (FSTF) at the December 2007 meeting. The FSTF voted and unanimously approved Mr. O'Farrell as the new Chair of the FSTF. Public Comment: None.	Mr. O'Farrell will act as the Chair of the Food Security Task Force effective immediately.

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San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Update on the reauthorization of the Food Security Task Force	<p>Mr. O'Farrell stated that he, along with Ms. Albert and Ms. Wong Mineta, attended the Board of Supervisors Rules Committee on January 24, 2008. The Rules Committee reauthorized the FSTF during this meeting for another year. Ms. Albert, Mr. O'Farrell and Ms. Wong Mineta also met with Emily Rogers, Legislative Aide to Supervisor Maxwell, on January 28, 2008 to brief her on the FSTF. USDA's role was discussed as well as Coalition on Homelessness' lack of attendance at the FSTF meetings.</p> <p>Ms. Albert stated that with these absences along with Ms. Lee on maternity leave it is especially important that everyone attend FSTF meetings in order to achieve quorum.</p> <p>Ms. Jensen inquired about the status of bringing on a new representative from the Department of Aging and Adult Services (DAAS). Ms. Wong Mineta is working with Ms. Rogers and Cecilia Mangoba from the City Attorney's office to expedite this process.</p>	<p>Ms. Wong Mineta will recirculate the FSTF designated back-up representative list for any new updates/changes.</p>
6. Review draft of the report on meal application return/direct certification	<p>Public Comment: Public comment is incorporated above.</p> <p>Ms. Albert stated that SFUSD and HSA can share data so that kids who receive food stamps can be identified. Locating these children is important because they are directly certified for school meals without filling out additional applications. This year the address was left off the data that was being shared, therefore approximately 4,000 children's were not reached. Despite this setback, SFUSD free and reduced percentages were still up from previous years.</p> <p>One suggestion is that the State conduct the direct certification process. While they don't have the most current information about where students are enrolled, it could save a lot of work for the school district. Ms. Albert suggested having the State do an initial run of the data with the City, then running kids not matched through the State data query. Mr. Thole stated that Jan.-Feb. may be the ideal time to start since many people apply for food stamps after the first of the year. Mr. Thole stated that he will have his boss mention it during "School Breakfast Week" to the USDA DC representative who will be attending.</p>	<p>Ms. Albert will coordinate a meeting with SFUSD and HSA to discuss the issue of collecting data.</p> <p>Ms. Albert will speak to Margaret Brodtkin regarding talking to Carlos Garcia about data collection.</p>



San Francisco Food Security Task Force

Minutes from February 6, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Albert suggested that she will finalize the report on meal application return/direct certification that she has been working on. She will recommend in the report to conduct a state match one time a year and regular county matches.</p> <p>Public Comment: Public comment is incorporated above.</p>	
<p>7. Food Security Task Force update to strategic plan</p>	<p>Ms. Albert stated that we have run out of copies of the FSFP strategic plan. The FSFP may want to consider including updates from the working groups prior to reproducing the reports. Ms. Jensen suggested including a 2008 status report at the end of each section.</p> <p>Public Comment: Public comment is incorporated above.</p>	<p>Each working group will provide updates to the revised strategic plan.</p>
<p>8. Food budget standing items and updates</p>	<p>Ms. Jones stated that she and Ms. Albert attended the School Meals Subcommittee Meeting which announced that the SFUSD has approximately a \$1.5 million deficit. Everything is on the table in trying to close the deficit.</p> <p>Mr. O'Farrell made a motion that Margaret Brodtkin contact Carlos Garcia, Superintendent of Schools, and share the FSFP's suggestions on how to close the deficit through streamlining direct certification, get POS swipe cards in place to offset cost, and issues around what school sites are doing to sabotage Student Nutrition Services. Depending on Carlos' response, this fact sheet may then be written into a letter and sent to the School Board, Board of Supervisors and Mayor. Ms. Nowak seconded the motion and the motion was approved unanimously by the FSFP.</p> <p>Ms. Nowak mentioned that the President's budget was released and CSFP was proposed to be eliminated. The state budget was also released and there were proposals from the Governor to cut money from school food 2-3 cents/meal, as well as 4% from food stamp administration dollars and the California Food Assistance Program by \$9/person. Ms. Terrell mentioned that CSFP received retroactive funding through October.</p> <p>Public Comment: Public comment is incorporated above.</p>	<p>Ms. Albert and Ms. Jones will work on the fact sheet.</p> <p>Ms. Albert will contact Margaret Brodtkin regarding contacting Carlos Garcia.</p>

San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Update on City nutrition programs	<p>Ms. Jensen updated the FSF that the Aging and Adult Service Commission released their budget for '08-'09. For the current year, there is a contract amendment for Meals on Wheels to provide same day emergency meals. This is being paid through the Community Living Fund. The meals are for people who are in true emergency situations or at risk of being institutionalized. The total general fund reductions for DAAS are approximately \$3 million.</p> <p>Ms. Albert stated that she attended a meeting with Margaret Brodtkin, Christina Carpenter and Catherine Dodd. The issue of reimbursement rates and child nutrition reauthorization was discussed. Ms. Dodd said that this issue may be one the Mayor may want to take on and suggested to include something about seniors. Ms. Terrell stated that the level of commodities they are getting from USDA is dropping nationally. Most senior programs are supported by community organizations because there aren't any national senior programs.</p> <p>Ms. Nowak said that she is putting information together on rising food costs and will share it with the FSF.</p> <p>Public Comment: Public comment is incorporated above.</p>	<p>Ms. Albert is putting together a two page sheet on why reimbursement rates for child nutrition programs are not adequate for San Francisco and will add additional information about seniors.</p>
10. Update on food related meetings attended by Task Force members	<p>No updates reported.</p>	None.
11. & 12. Task Force Working Group breakout sessions and report back to full Task Force	<p><i>REPORTING BACK TO FULL TASK FORCE:</i></p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> Update and review legislative priorities and status <ul style="list-style-type: none"> The legislative priorities for 2008 were discussed. Ms. Nowak will draft and the Working Group will review at the following meeting. Priority areas will focus on: 	



San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> o Continue support of a strong nutrition title in the 2007 Farm Bill o Begin determining priorities for 2009 child nutrition program reauthorization o Support bills that will improve access and reduce barriers to Food Stamps o Oppose federal budget cuts to key nutrition programs including CSFP o Oppose State Budget cuts to nutrition programs including California Food Assistance Program (CFAP), school meal reimbursements, and Food Stamp administration dollars o Oppose local budget cuts to human service programs and advocate for resources for nutrition programs <p>II. Identify emerging issues and opportunities</p> <p>A. 2007 Farm Bill – Stalled in conference committee over how to pay for it</p> <p>B. Federal Agriculture Appropriations Bill–passed in December. WIC was able to get sufficient funds and CSFP funding was set at \$138 million! Unfortunately with the increasing cost of food, we were not able to expand CSFP to more people.</p> <p>C. SSI – begin examining how many seniors vs. families receive SSI and potential implications of the cash-out program</p> <p>III. Action Plan for February</p> <p>A. Draft legislative priorities for 2008</p> <p>B. Further discuss annual update of plan and progress</p> <p>C. Set meeting to research SSI & Food Stamp issues- Marguerite & Colleen</p> <p>D. REVIEW: Develop list of additional agencies and people that should be receiving info on the FSTF- Bruce</p> <p>E. REVIEW: Research other urban food security groups- possible St. Anthony intern project</p> <p>IV. Set Agenda for Next Month</p> <p>A. Update and review legislative priorities and status</p> <p>B. Identify emerging issues and opportunities</p>	



San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>C. Set an action plan for the next month</p> <p>D. Set agenda for next meeting</p> <p>E. Public comment</p> <p>V. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <p>I. Update meal application return</p> <ul style="list-style-type: none"> Ms. Albert reviewed what their strategy is going to be Ms. LeChair stated that there is going to be a WIC Food Package Summit in Los Angeles in April <p>II. Discussion on after school snack program</p> <ul style="list-style-type: none"> No update was provided. <p>III. Report on school observations from Louise Stephens</p> <ul style="list-style-type: none"> No update was provided. <p>IV. Select next work priorities</p> <ul style="list-style-type: none"> Priorities will continue from the previous month. <p>V. Set agenda for next meeting</p> <ol style="list-style-type: none"> Update Meal application return Discussion on after school snack program Select next work priorities Set agenda for next meeting <p>VI. Public Comment</p> <ul style="list-style-type: none"> None. 	
	<p><u>Older Adults Working Group (report given by Ms. Terrell):</u></p> <p>I. Further discussion of need for home delivered groceries</p> <ul style="list-style-type: none"> A special meeting of the Older Adults Working Group was convened on January 11, 2008 to discuss the home delivered grocery program. The meeting was well attended and all attendees agreed that there was a need 	



San Francisco Food Security Task Force

Minutes from February 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>for home delivered groceries in the City. They discussed the development of a pilot program and brainstormed ideas.</p> <p>II. Set agenda for next meeting</p> <p>A. Continue discussion on home delivered groceries</p> <p>B. Update on current projects</p> <p>C. Set agenda for next meeting</p> <p>D. Public comment</p> <p>III. Public Comment</p> <ul style="list-style-type: none"> Public comments are incorporated above. <p>Food Stamps Working Group (report given by Mr. O'Farrell):</p> <p>I. Update on Farm Bill</p> <ul style="list-style-type: none"> No update was provided. <p>II. Update on Food Stamp Access and Participation Grant</p> <ul style="list-style-type: none"> No update was provided. <p>III. Set agenda for next meeting</p> <p>A. Update on Farm Bill</p> <p>B. Update on Food Stamp Access and Participation Grant</p> <p>C. Set agenda for next meeting</p> <p>D. Public comment</p> <p>IV. Public Comment</p> <ul style="list-style-type: none"> None. 	Ms. Albert and Ms. Jensen will review possible models to pilot.
13. Public Comment	Public Comment: Public comments are incorporated above. Public comments are incorporated above.	None.
14. Adjournment	<p>The FSTF took a moment of silence to honor of Paula Hamilton, former member of the FSTF. Ms. Albert adjourned the meeting at 3:25pm.</p> <p>The next meeting will be held on Wednesday, March 5, 2008 from 1:30pm-3:30pm at City Hall in Room 278.</p>	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, March 5, 2008 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

DOCUMENTS DEPT.

AGENDA

FEB 27 2008

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1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

2. Approval of Minutes from February 6, 2008 [Discussion Item and Possible Action Item]

3. Food Security Task Force update to strategic plan [Discussion Item and Possible Action Item]

a. Public comment

4. Food budget standing items and updates [Discussion Item and Possible Action Item]

a. Public comment

5. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

6. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

1. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]

- II. Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. Public comment*

B. Child Nutrition Working Group

- I. Update meal application return*
[Discussion Item and Possible Action Item]
- II. Discussion on after school snack program*
[Discussion Item and Possible Action Item]
- III. Select next work priorities*
[Discussion Item and Possible Action Item]
- IV. Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- V. Public comment*

C. Food Stamp Working Group

- I. Update on Farm Bill*
[Discussion Item and Possible Action Item]
- II. Update on Food Stamp Access and Participation Grant*
[Discussion Item and Possible Action Item]
- III. Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. Public comment*

D. Older Adults Working Group

- I. Approve minutes from January 11, 2008*
- II. Further discussion of need for home delivered groceries*
[Discussion Item and Possible Action Item]
- III. Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. Public comment*

7. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. Advocacy Working Group*
- B. Child Nutrition Working Group*
- C. Food Stamp*
- D. Older Adults Working Group*
- E. Public comment*

8. Public Comment

9. Adjournment

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San Francisco Food Security Task Force

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Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

APR - 3 2008

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In Attendance

Task Force Members: Libby Albert, Bonnie Cassinelli (for Jacqueline Battle), Angelina Cahalan, Gina Fromer, Julie Engberg (for Maria LeClair), Leo O'Farrell, Marguerite Nowak, and Christine Wong Mineta

Public: Diana Jensen, Paula Jones, Meredith Terrell, and Tiana Wertheim

Agenda Topic	Discussion	Action Item								
1. Call to Order	1:38pm by Mr. O'Farrell	None.								
2. Approval of Minutes from February 6, 2008	Additional clarification was requested by Ms. Fromer (agenda topic #5) and Ms. Jensen (agenda topic #9) to the minutes from February 6, 2008. Ms. Albert moved to approve the minutes, which were seconded by Ms. Nowak and unanimously approved.	Ms. Wong Mineta will make necessary changes and post approved minutes.								
3. Food Security Task Force update to strategic plan	<p>The Food Security Task Force (FSTF) published a strategic plan in January 2007. The FSTF is required to submit status reports on progress toward implementing the plan and meeting the plan's goals to the Board bi-annually. Mr. O'Farrell requested that the FSTF have an updated plan in draft form to review at our April meeting and ready to be distributed by May.</p> <p>The FSTF agreed to add summary updates (approximately one page) at the end of each section of the existing strategic plan. The summaries would include the following:</p> <ol style="list-style-type: none">1. accomplished2. still working on3. new directions4. new challenges <p>The following individuals agreed to update the following sections:</p> <table><tr><td>Executive Summary</td><td>Leo</td></tr><tr><td>Food Stamp Program</td><td>Leo & Tiana</td></tr><tr><td>School Lunch & Breakfast</td><td>Marguerite & Paula</td></tr><tr><td>Summer Food Service Programs</td><td>Libby</td></tr></table>	Executive Summary	Leo	Food Stamp Program	Leo & Tiana	School Lunch & Breakfast	Marguerite & Paula	Summer Food Service Programs	Libby	
Executive Summary	Leo									
Food Stamp Program	Leo & Tiana									
School Lunch & Breakfast	Marguerite & Paula									
Summer Food Service Programs	Libby									



San Francisco Food Security Task Force

Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>CACFP WIC Older Adults BOS Action Items Govt. Funded Nutrition Contact List Farm Bill Child Nutrition Reauthorization After School Snack</p> <p>Libby Maria & Magdalene Meredith & Diana Marguerite & Paula Marguerite & Paula Christine Marguerite Libby Libby</p> <p>In addition to the updates above, the executive summary will also be reproduced as a stand alone document for quick referencing.</p> <p>Mr. O'Farrell made a motion that all FSTF members who will be working on updating the strategic plan submit their drafts to Ms. Wong Mineta to compile and edit by March 21, 2008. Ms. Fromer seconded the motion. All FSTF members unanimously approved the motion. Ms. Albert suggested to vote at the April FSTF meeting to approve adding and publicizing DCYF's report on meal application and return in the FSTF strategic plan update.</p> <p>Public Comment: None.</p>	<p>FSTF will update their sections on the strategic plan and submit all drafts to Ms. Wong Mineta by Friday, March 21, 2007. She will update the plan and provide copies to review at the April FSTF meeting.</p>

San Francisco Food Security Task Force

Minutes from March 5, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>4. Food budget standing items and updates</p>	<p>Ms. Novak reported on the Food Research and Action Center, Public Policy Conference in Washington D.C. and stated that the two issues that were discussed were the Farm Bill and the Child Nutrition Reauthorization coming up in 2009. Ms. Albert suggested that she would like to collaborate with other counties in regards to the Child Nutrition Reauthorization to develop a unified agenda.</p> <p>Ms. Albert updated the FSTF regarding last month's conversation on direct certification. She stated that September Jarrett has been in contact with SFUSD to run the numbers again, however the message may not be getting through. Margaret Brodtkin also contacted SFUSD. Ms. Albert distributed a list of talking points to the FSTF where revenue could be raised for Student Nutrition Services. She will update the FSTF on the status of the numbers at the next meeting.</p> <p>Ms. Jones added that Student Nutrition Services is being asked to cut \$2 million dollars. There is a Board of Education budget meeting which will discuss this issue further on Monday. Ms. Jones highlighted an article in the New York Times that profiled San Francisco's school lunch program and problems with discrimination in the lunch programs. The issue is that there are completely different types of food served in the regular lunch line vs. a la carte sales. The latter is only available to children who have money to purchase the food. Children who receive free and reduced lunches only have choices offered from the main line. San Francisco has a two-tiered quality of food system. The USDA does not consider this overt identification.</p>	<p>Ms. Jones will send the article she referenced to Ms. Wong Mineta to distribute to the FSTF.</p>
<p>5. Update on City nutrition programs</p>	<p>Mr. O'Farrell stated that he received a report from Rachel Winch, a Bill Emerson National Hunger Fellow with the California Department of Public Health, entitled Untangling the Lines: Using Phone Based Assistance to Increase Access to Food Stamps. He suggested that the TF review the report.</p> <p>Ms. Wertheim stated that the call center has been running since October 2007. There have been two challenges:</p> <ol style="list-style-type: none"> 1. They have changed their language line provider for translation services to a new contracting agency. Approximately 50-70% of calls requiring translation 	<p>Mr. O'Farrell will forward the link to Ms. Wong Mineta to distribute to the FSTF.</p>

San Francisco Food Security Task Force

Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>services are handled in house. They are trying to reduce the number of third party translators.</p> <p>2. There have been a few internal staff struggles, however they are being actively worked out. Focus groups have been conducted with English and Spanish speaking clients. They were very favorable to the call-center.</p> <p>Ms. Albert reminded the FSTF that there is a budget hearing at 6:00 on Monday at the Board of Education (555 Franklin). Ms. Novak will be attending on behalf of the Food Bank and the FSTF.</p> <p>Ms. Cahalan stated that the dining room numbers have remained about the same. The emergency assistance program is now down to about two items being distributed, however the same numbers of people are coming as before.</p> <p>Ms. Cassinelli reported that the snack program at one of her units is very successful. She commented on how the teens and middle school kids were eating healthier. Ms. Fromer added that kids at the YMCA don't have lunch because they don't like the food or like being identified as having free food. You can tell what day kids have money and are able to buy food or other kids who have not eaten by their energy level at their site.</p> <p>Public Comment: None.</p>	
<p>6. & 7. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p>The FSTF did not meet in Working Groups and instead gave brief program updates.</p> <p>REPORTING BACK TO FULL TASK FORCE:</p> <p>Advocacy Working Group (report given by Ms. Novak):</p> <ol style="list-style-type: none"> Update and review legislative priorities and status <ul style="list-style-type: none"> Ms. Novak is working on drafting the legislative agenda and finalizing priorities. There was an SSI working group meeting where St. Anthony, Food 	



San Francisco Food Security Task Force

Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>services are handled in house. They are trying to reduce the number of third party translators.</p> <p>2. There have been a few internal staff struggles, however they are being actively worked out. Focus groups have been conducted with English and Spanish speaking clients. They were very favorable to the call-center.</p> <p>Ms. Albert reminded the FSITF that there is a budget hearing at 6:00 on Monday at the Board of Education (555 Franklin). Ms. Nowak will be attending on behalf of the Food Bank and the FSITF.</p> <p>Ms. Cahalan stated that the dining room numbers have remained about the same. The emergency assistance program is now down to about two items being distributed, however the same numbers of people are coming as before.</p> <p>Ms. Cassinelli reported that the snack program at one of her units is very successful. She commented on how the teens and middle school kids were eating healthier. Ms. Fromer added that kids at the YMCA don't have lunch because they don't like the food or like being identified as having free food. You can tell what day kids have money and are able to buy food or other kids who have not eaten by their energy level at their site.</p> <p>Public Comment: None.</p>	
<p>6. & 7. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p>The FSITF did not meet in Working Groups and instead gave brief program updates.</p> <p><i>REPORTING BACK TO FULL TASK FORCE:</i></p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> I. Update and review legislative priorities and status <ul style="list-style-type: none"> • Ms. Nowak is working on drafting the legislative agenda and finalizing priorities. • There was an SSI working group meeting where St. Anthony, Food 	



San Francisco Food Security Task Force

Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Bank, DAAS, CAFB, and HSA looked at the clients affected by SSI cash out. A follow-up meeting will be held on March 14th from 11-1 at St. Anthony.</p> <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <ul style="list-style-type: none"> • Ms. Albert will continue to keep the FSTF updated on what is going on with the Child Nutrition reauthorization. • WIC will be the only program that will be reauthorized that is not an entitlement program. <p><u>Older Adults Working Group (report given by Ms. Terrell):</u></p> <ul style="list-style-type: none"> • They will hold another special meeting to formulate the home delivered grocery program. • They are now gathering information and proposals of what the pilot might look like. <p><u>Food Stamps Working Group (report given by Ms. Wertheim):</u></p> <ul style="list-style-type: none"> • Nets to Ladders has been selected as the vendor to develop the website. • CBOs have submitted applications to be Food Stamp remote sites. • Announcements of selected CBOs will be made in the next few weeks. • The website will go live during the summer. • Training and reviewing drafts will occur. • Family Economic Self Sufficiency Workgroup has been meeting on a regular basis and thinking of ways to improve access to economic support with an initial focus on benefits. One of the projects will develop a curriculum training program for the remote sites. This web page will have Food Stamp application access, MediCal, WIC, EITC, Working Families Credit, school lunch and maybe CalWorks. 	<p>Ms. Terrell will set a special meeting of the Older Adults Working Group in the next month.</p>
	Public Comment: Public comments are incorporated above.	

San Francisco Food Security Task Force

Minutes from March 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Public Comment	Public comments are incorporated above.	None.
9. Adjournment	Ms. O'Farrell adjourned the meeting at 2:50pm. The next meeting will be held on Wednesday, April 2, 2008 from 1:30pm-3:30pm at City Hall in Room 278.	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, April 2, 2008 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

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AGENDA

MAR 25 2008

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1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

2. Approval of Minutes from March 5, 2008 [Discussion Item and Possible Action Item]

3. Presentation on City's legislative process. *Guest speaker: Colleen Crowley, Legislative Aide, Office of Supervisor Carmen Chu* [Discussion Item and Possible Action Item]

a. Public comment

4. Food Security Task Force update and review of revisions to January 2007 strategic plan [Discussion Item and Possible Action Item]

a. Public comment

5. Vote to approve adding and publicizing DCYF's report on meal application and return into the Food Security Task Force January 2007 strategic plan [Action Item]

a. Public comment

6. Food budget standing items and updates [Discussion Item and Possible Action Item]

a. Public comment

7. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
8. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Review accomplishments to date*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - C. Food Stamp Working Group
 - I. *Report out and discussion of focus groups recently held by Human Services of Food Stamp customers to gauge their acceptance of the Food Assistance Service Center, in operation since October 2007 by Tiana Wertheim*
[Discussion Item and Possible Action Item]
 - II. *Report out and discussion of Food Stamp caseload trends by Ylonda Calloway*
[Discussion Item and Possible Action Item]
 - III. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - V. *Public comment*
 - D. Older Adults Working Group
 - I. *Approve minutes from January 11, 2008*
 - II. *Continued discussion of need for home delivered groceries*
[Discussion Item and Possible Action Item]
 - III. *Prepare for Special Meeting of Older Adults Working Group*

- [Discussion Item and Possible Action Item]*
IV. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
V. *Public comment*

9. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
- A. Advocacy Working Group*
B. Child Nutrition Working Group
C. Food Stamp
D. Older Adults Working Group
E. Public comment
10. Public Comment
11. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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For information on your rights under the Sunshine Ordinance (Chapters 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, please contact:

Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

Copies of the Sunshine Ordinance can be obtained from the Interim Administrator of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.ci.sf.ca.us.

DISABILITY ACCESS

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LOBBYIST ORDINANCE

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San Francisco Food Security Task Force

Minutes from April 2, 2008

1:30pm-3:30pm, City Hall, Room 278

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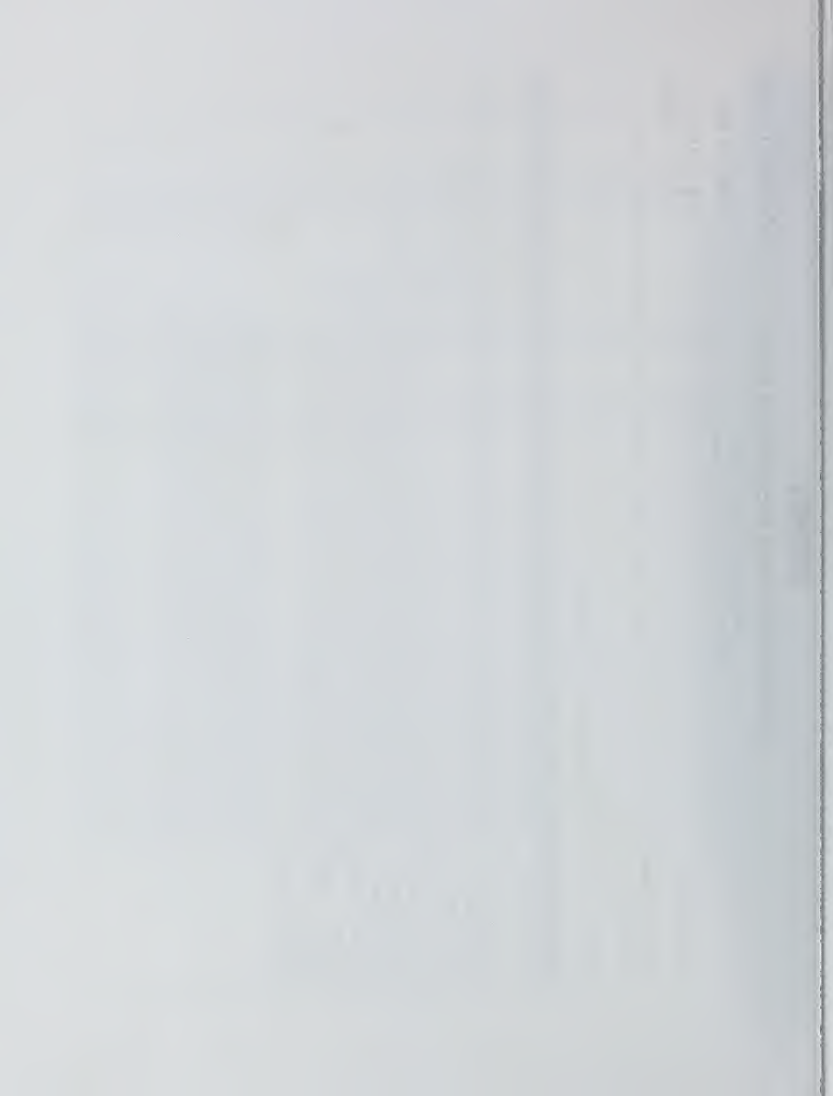
SAN FRANCISCO
PUBLIC LIBRARY

In Attendance

Task Force Members: Libby Albert, Angelina Cahalan, Bruce Ito, Maria LeClair, Leo O'Farrell, Marguerite Nowak, and Christine Wong Mineta

Public: Ylonda Calloway, Colleen Crowley, and Jeff Pettibone

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Mr. O'Farrell	None.
2. Approval of Minutes from March 5, 2008	Ms. Albert moved to approve the minutes, which were seconded by Ms. Nowak and unanimously approved.	Ms. Wong Mineta will post approved minutes.
3. Presentation on City's legislative process. <i>Guest speaker: Colleen Crowley, Legislative Aide, Office of Supervisor Carmen Chu</i>	<p>Ms. Crowley discussed the various Board Committees and three ways to introduce something to the Board: 1) through the Mayor, 2) through a member of the Board of Supervisors (BOS), or 3) through a Department Head. She strongly recommended that the FSTF prepare as much of the leg work as possible in order to expedite the process. A legislative handbook was distributed for the FSTF to refer to for additional information. She also suggested going to www.sfgov.org on the internet for more information about the BOS.</p> <p>She went on to describe ordinances vs. resolutions. Everything must go through a Committee process. Official introductions on a new matter are done on Tuesdays. The Board president will decide which of the 7 different Board Committees the issue will be assigned to. The FSTF may also consider holding a hearing on a particular subject matter in order to draw additional attention to an issue. Legislation is usually introduced on Thursdays. Committee clerks may also assist the FSTF in navigating through the process.</p> <p>Once the issue has been placed on the Committee agenda, it is a good idea to have staff present in case any questions arise. Individuals may want to testify. Public comment</p>	None.



San Francisco Food Security Task Force

Minutes from April 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>occurs at the Committee level. A major policy change must follow the 30 day rule in order to have adequate time to provide feedback. Once it goes through Committee, it needs at least 6 out of 11 votes to pass. It then goes to the Mayor's office for signature. He can sign, veto or return the legislation with no changes. Major policy has to sit for another 30 days before the law takes effect. Meeting information is listed on the sfgov website.</p> <p>Public Comment: Public comments are incorporated above.</p>	
<p>4. Food Security Task Force update and review of revisions to January 2007 strategic plan</p>	<p>The FSTF briefly reviewed the updates to the January 2007 strategic plan and gave feedback. Sections still needed include: Executive Summary, School Lunch and Breakfast, and CACFP. The Child Nutrition Reauthorization section will be included in the School Lunch section.</p> <p>Mr. O'Farrell suggested hand delivering updated reports to the BOS and their aides. Individual department heads should review final drafts of the report. Mr. O'Farrell will assist with reproducing the report.</p> <p>Mr. O'Farrell suggested including the amount of food that is distributed at St. Anthony today as compared to a year ago. Ms. Cabalan will work on including information on the increase of the reliance of non-profit or charitable safety nets in recent year.</p> <p>Public Comment: None.</p>	<p>Ms. Wong Mineta will generate an updated mailing list for the FSTF to review.</p> <p>All additions to the report should be submitted to Ms. Wong Mineta by Wednesday, April 16.</p>
<p>5. Vote to approve adding and publicizing DCYF's report on meal application and return into the FSTF January 2007 strategic plan</p>	<p>The report basically highlighted options of the State matching children being directly certified. Children may be registered under minor name changes and go undetected as matching. Once children have qualified, it is good until next September.</p> <p>Mr. O'Farrell made a motion to include meal application and direct certification into the FSTF report. Ms. Albert seconded the motion. All FSTF members were in favor of the addition.</p> <p>Public Comment: None.</p>	<p>Ms. Wong Mineta will incorporate this report into the FSTF 2008 strategic plan update.</p>



San Francisco Food Security Task Force

Minutes from April 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. & 7. Food budget standing items and updates & Update to City nutrition programs	<p>Ms. Nowak stated that she attended the Student Nutrition Services Budget Hearing on March 10, 2008 on behalf of the FSTF to oppose budget cuts. She shared with them the reality of low-income kids and the effect the budget cuts have on them; for many of them, that is their only option for a balanced meal for the day.</p> <p>Ms. Albert stated that postcards announcing the summer lunch program have been produced. A brochure listing individual sites will be available at a later date.</p> <p>Public Comment: None.</p>	<p>Ms. Albert will distribute postcards to various sites.</p>
8. & 9. Task Force Working Group breakout sessions and report back to full Task Force	<p>The FSTF did not meet in Working Groups and instead gave brief program updates.</p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ol style="list-style-type: none"> Update and review legislative priorities and status <ul style="list-style-type: none"> Ms. Nowak created a draft legislative agenda for this year Issue areas include: 2007 Farm Bill, Food Stamps, older adults, Healthy Kids, opposing budget cuts and anti-hunger initiatives. <p><u>Child Nutrition Working Group:</u></p> <ul style="list-style-type: none"> No updates provided. <p><u>Older Adults Working Group:</u></p> <ul style="list-style-type: none"> No updates provided. <p><u>Food Stamps Working Group (report given by Ms. Calloway & Mr. O'Farrell):</u></p> <ul style="list-style-type: none"> Three focus groups were held in English, Spanish and Chinese to evaluate Food Stamp customers' experience with the call center. English and Spanish groups received overwhelming positive feedback. Feedback from the Chinese speaking group was not as positive. Ms. Calloway presented on an analysis of food stamp program trends: <ul style="list-style-type: none"> Currently, there are approximately 14,829 Food Stamp households 	<p>Forward any comments to the 2008 legislative and policy priorities to Ms. Nowak.</p>



San Francisco Food Security Task Force

Minutes from April 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
10. Public Comment	<ul style="list-style-type: none"> o Approximately 4,517 are receiving County Adult Assistance Program, which results in a big drop in caseload as compared to previous years o The homeless caseload is rising o Most customers are Black or White. Hispanic and Chinese caseload has been increasing. o The program is trying to maintain and retain people on Food Stamps for longer periods <p>Public Comment: Public comments are incorporated above.</p>	Ms. Rogers will follow up with Supervisor Maxwell.
	<p>Emily Rogers, legislative aide to Supervisor Maxwell, stated that she will talk to the Supervisor in regards to how she would like the FSTF strategic plan update delivered. She will assist the FSTF in setting up a time to present to the BOS in July.</p> <p>Ms. Rogers will look at the FSTF legislation to see what the process is to replace a member and the process of sending another representative.</p> <p>Public Comment: Public comments are incorporated above.</p>	Ms. Rogers will get back to the FSTF regarding process to replace a FSTF member and bring on a new representative from DAAS.
11. Adjournment	<p>Ms. O'Farrell adjourned the meeting at 3:38pm.</p> <p>The next meeting will be held on Wednesday, May 7, 2008 from 1:30pm-3:30pm at City Hall in Room 278.</p>	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, May 7, 2008 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

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PUBLIC LIBRARY

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

2. Approval of Minutes from April 2, 2008 [Discussion Item and Possible Action Item]

3. Presentation on the Child Nutrition Reauthorization by Libby Albert [Discussion Item and Possible Action Item]

a. Public comment

4. Food Security Task Force update and review of revisions to January 2007 strategic plan [Discussion Item and Possible Action Item]

a. Public comment

5. Update on City nutrition programs [Discussion Item and Possible Action Item]

a. Public comment

6. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

- A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
- B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- D. Older Adults Working Group
 - I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
 - II. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- 7. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. *Advocacy Working Group*
- B. *Child Nutrition Working Group*
- C. *Food Stamp*
- D. *Older Adults Working Group*
- E. *Public comment*

- 8. Public Comment
- 9. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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Adele Destro, Interim Administrator
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554-7724

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San Francisco Food Security Task Force

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Minutes from May 7, 2008

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Bonnie Cassinelli (for Jacqueline Battle), Gina Fromer, Doris Lee (for Bruce Ito), Meredith Terrell (for Marguerite Nowak), Leo O'Farrell, and Christine Wong Mineta

Public: Ylonda Calloway, Diana Jensen, and Paula Jones

Agenda Topic	Discussion	Action Item
1. Call to Order	1:53pm by Mr. O'Farrell	None.
2. Approval of Minutes from April 2, 2008	Ms. Albert moved to approve the minutes with changes suggested by Ms. Jones and Ms. Fromer. Minutes were seconded by Ms. Fromer and unanimously approved.	Ms. Wong Mineta will make post approved changes and recommended minutes.
3. Presentation on the Child Nutrition Reauthorization by Libby Albert	Ms. Albert made a brief presentation on the National School Lunch Act and Child Nutrition Reauthorization. The next reauthorization will be in 2009. Some of the issues highlighted included: What is the National School Lunch Act, What is the Child Nutrition Reauthorization Act, Committees, Improvements made in 2004, Past Cuts and Threats to Child Nutrition Programs, Advocacy, and Possible Improvements to CAN and NSLA.	None.
4. Food Security Task Force update and review of revisions to January 2007 strategic plan	Public Comment: Public comments are incorporated above. The Food Security Task Force (FSTF) agreed to send all final comments to the updated strategic plan to Ms. Wong Mineta by May 21, 2008. The FSTF discussed the impact of the Farm Bill's status and the timing of the release of the updated strategic plan. Ms. Jones advocated for keeping the issue of food security and the strategic plan in the eyes of the Board of Supervisors. Public Comment: Public comments are incorporated above.	Final comments to the FSTF strategic plan should be sent to Ms. Wong Mineta by May 21, 2008. Mr. O'Farrell will update the Executive Summary for the FSTF strategic plan.



San Francisco Food Security Task Force

Minutes from May 7, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Update on City nutrition programs	<p>No updates at this time.</p> <p>Public Comment: None.</p>	
6. & 7. Task Force Working Group breakout sessions and report back to full Task Force	<p>The FSTF did not meet in Working Groups and instead gave brief program updates.</p> <p>Advocacy Working Group (report given by Ms. Terrell & Ms. Wong Mineta):</p> <ul style="list-style-type: none"> An updated FSTF Legislative & Policy Priorities sheet that was authored by Ms. Nowak was distributed to the FSTF. <p>Child Nutrition Working Group (report given by Ms. Albert):</p> <ul style="list-style-type: none"> Ed Wilkins was given the ok to start implementing the Point of Sale system, which will be phased in over the next 5 years in middle and high schools. Ms. Calloway, Mr. O'Farrell, Ms. Albert, SFUSD, USDA and members of the Department of Education discussed the kinks in the direct certification system. There are about 104 Summer Lunch sites this year. The Summer Lunch brochure will be distributed at the end of May to 100,000 households/potential participants. <p>Older Adults Working Group (report given by Ms. Terrell & Ms. Jensen):</p> <ul style="list-style-type: none"> Ms. Jensen submitted an application to the Board of Supervisors to join the FSTF as a voting member. The working group held their second community wide meeting about home delivered groceries. A basic structure for a pilot was agreed upon by the group. The group will be trying to secure support and funding for the pilot. 	



San Francisco Food Security Task Force

Minutes from May 7, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Food Stamps Working Group (report given by Ms. Calloway & Mr. O'Farrell):</p> <ul style="list-style-type: none"> • Ms. Calloway distributed a sheet which reported March and April 2008 food stamp applications. • April 2008 revealed 2,108 new food stamp applications. 	
8. Public Comment	<p>Public Comment: Public comments are incorporated above.</p> <p>Public Comment: Public comments are incorporated above.</p>	None.
9. Adjournment	<p>Ms. O'Farrell adjourned the meeting at 3:22pm.</p> <p>The next meeting will be held on Wednesday, June 4, 2008 from 1:30pm-3:30pm at City Hall in Room 278.</p>	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, June 4, 2008 at 1:30p.m.-3:30p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Daisy Anarchy
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from May 7, 2008 [Discussion Item and Possible Action Item]
3. Presentation on the Food Assistance Service Center. *Guest speaker: Taninha Ferreira, ACD Analyst, Human Service Agency.* [Discussion Item and Possible Action Item]
- a. Public comment
4. Discussion of Farm Bill provisions that affect federal food programs. [Discussion Item and Possible Action Item]
- a. Public comment
5. Enforcement of catering truck ordinance [Discussion Item and Action Item]
- a. Public comment
6. Food Security Task Force update and review of revisions to January 2007 strategic plan [Discussion Item and Possible Action Item]
- a. Public comment
7. Update on City nutrition programs [Discussion Item and Possible Action Item]
- a. Public comment

8. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
 - D. Older Adults Working Group
 - I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
 - II. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
9. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*

10. Public Comment
11. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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San Francisco Food Security Task Force

Minutes from June 4, 2008

1:30pm-3:30pm, City Hall, Room 278

In Attendance

Task Force Members: Libby Albert, Angelina Cahalan, Bruce Ito, Maria LeClair, Loretta Lee Marguerite Nowak, Leo O'Farrell, and Christine Wong Mineta

Public: Ylonda Calloway, Taminha Ferreira, Diana Jensen, and Colleen Rivecca

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38pm by Mr. O'Farrell	None.
2. Approval of Minutes from May 7, 2008	Ms. Cahalan made a motion to approve the minutes which were seconded by Ms. Albert and unanimously approved.	Ms. Wong Mineta will post approved minutes.
3. Presentation on the Food Assistance Service Center. <i>Guest speaker: Taminha Ferreira, ACD Analyst, Human Service Agency</i>	Ms. Ferreira gave a brief presentation on the San Francisco Food Assistance Center, which just celebrated its 6 month anniversary. The call center serves 7 languages: English, Spanish, Cantonese, Vietnamese, Russian, Mandarin, and Tagalog. Over 30,000 calls were answered from November 2007 through April 2008. The average speed to answer a call was 34 seconds and the average talk time was three minutes and 39 seconds. Cantonese, Mandarin and Spanish calls made up the predominant number of language calls.	None.
4. Discussion of Farm Bill provisions that affect federal food programs.	Public Comment: Public comments are incorporated above. Mr. O' Farrell stated that the Food Stamp Program will be renamed the Supplemental Nutrition Assistant Program (SNAP). All Farm Bill provisions will occur after October 1, 2008. There will be approximately a 120 day window to implement the provisions. Ms. Nowak stated the Farm Bill was finally passed. There will be an increase in the minimum food stamp benefit from \$10 to \$14 and indexed to inflation. The food stamp standard deduction has been increased to \$144 and the dependent care cap will be removed. Asset limits for food stamps for families will be increased to \$3,500 and will be indexed to inflation. Retirement and education savings will now be excluded	None.



San Francisco Food Security Task Force

Minutes from June 4, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	from counting as assets. Telephonic signatures will now be allowed. Public Comment: Public comments are incorporated above.	
5. Enforcement of catering truck ordinance	Ms. Albert discussed the lack of enforcement of the catering truck ordinance around schools. In 2007, the Board of Supervisors passed an ordinance stating that catering trucks had to stay at least 1,500 feet from the perimeter of the school. Enforcement of the ordinance often depends on individual principals. By eliminating the catering truck at the schools, food participation increased in the meal program, thereby increasing revenue. Ms. Albert drafted a letter to Chief Fong on behalf of the FSITF requesting more enforcement around John O'Connell High School. Ms. Lee made a motion to send the letter to Chief Fong on behalf of the Food Security Task Force to request more enforcement of the catering truck ordinance around John O'Connell High School with the following changes: 1) include San Francisco Board of Supervisors in front of Food Security Task Force, 2) cc: Supervisor Tom Ammiano and Superintendent Carlos Garcia, and 3) take out the extra "and" in the first paragraph. Ms. Novak seconded the motion, which was then unanimously approved by all members of the FSITF.	Ms. Wong Mineta will make recommended changes to the draft letter and forward to Mr. O'Farrell for signature and delivery.
6. Food Security Task Force update and review of revisions to January 2007 strategic plan	Public Comment: Public comments are incorporated above. Ms. Wong Mineta hand delivered two copies of the draft of the 2008 update to the FSITF strategic plan to Supervisor Maxwell and Emily Rogers for review and comment. A follow-up meeting will be scheduled in the next month to get Supervisor Maxwell's feedback on the report. The Executive Summary will be included in the report as well as a stand alone document. Any additional changes should be sent to Ms. Wong Mineta immediately. Public Comment: Public comments are incorporated above.	Ms. Rogers will contact Ms. Wong Mineta once a date has been secured to meet with Supervisor Maxwell. Ms. Jensen will review the Executive Summary for additional changes.



San Francisco Food Security Task Force

Minutes from June 4, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>7. Update on City nutrition programs</p>	<p>Ms. Calloway gave a brief update on Food Stamp Program trends for May 2008. There was approximately an even distribution of applications submitted by zip codes. Languages spoken in order of the number of most applicants include: English, Spanish, Chinese, Vietnamese, and Russian. Ethnicity in order of the most applicants included: Black, White, Hispanic, Chinese, Filipino, and Vietnamese. Caseload increased to 15,234 as of June 1, 2008. The food stamp application count was 1,512 for May 2008.</p> <p>Ms. Jensen reported that the Department of Aging and Adult Services presented additional budget cuts to their Commission on June 4th. Those cuts included some reductions in funding related to meals programs. For example, the 30th Street Senior Center had funding cuts that supported their meals program expansion to Saturdays. The Institute on Aging had funding cuts that supported their assessment services for home-delivered meals for younger adults with disabilities. However, state and federal funding for seniors meals actually increased this year for San Francisco.</p> <p>Ms. Rivica reminded the FSTF that the Mayor has just proposed the budget and the public still has an opportunity to oppose and give comment.</p> <p>Ms. Rivica reported that there are potential changes coming up to the Central City Farmers' Market. There is a proposal for the real estate board to take over operations at the Heart of the City Farmers' Market. The farmers are concerned about the cost to sell their produce at the market as well as food stamp use at the market and prices in general. The community has expressed that the market draws vendors who choose to be in the Tenderloin and provide a unique community service to the neighborhood. There will be a nutritional impact on the community if they are no longer able to afford the produce. Mr. Ito said that there will be a hearing on this issue on June 19, 2008.</p> <p>Public Comment: Public comments are incorporated above.</p>	
<p>8. & 9. Task Force Working Group breakout sessions</p>	<p>The FSTF did not meet in Working Groups and instead gave brief program updates.</p>	



San Francisco Food Security Task Force

Minutes from June 4, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
and report back to full Task Force	<p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ul style="list-style-type: none"> • Ms. Nowak gave an overview of the 2007 Farm Bill that finally passed in early June. • Provisions to the Food Stamp Program were reviewed and are summarized in the legislative agenda, which was distributed at today's meeting. • Updates were given on the bills that the FSTF is supporting in Sacramento, Child Nutrition Reauthorization and the funding process for CSFP. • An updated FSTF Legislative & Policy Priorities sheet that was authored by Ms. Nowak was distributed to the FSTF. <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <ul style="list-style-type: none"> • Summer Lunch will be held at about 102 sites this year. • As of June 1, 3-1-1 got 50 calls about Summer Lunch, 2-1-1 got 20 calls. • There will be a Child Nutrition and WIC Reauthorization Listening Session on August 6, 2008 from 103. • Ms. Albert suggested that we form a coalition of people to meet with C.A Food Policy Advocates to let them know what our proposed food priorities are for the Child Nutrition Reauthorization. 	<p>Ms. Albert will draft a letter of FSTF's priorities (i.e. expand summer pilot, eliminate reduced price meals, etc.)</p>
	<p><u>Older Adults Working Group (report given by Ms. Jensen):</u></p> <ul style="list-style-type: none"> • There is slow and steady movement with the home delivered grocery pilot idea. • They are trying to identify CBOs that are interested in piloting the home delivered grocery project. • Next step is to determine what it would look like and securing funding. <p><u>Food Stamps Working Group (report given by Ms. Calloway & Mr. O'Farrell):</u></p> <ul style="list-style-type: none"> • Customers will be able to experience the website rollout in October. • 10 community based and faith-based organizations have signed agreements to enroll food stamp customers at their site. \$10,000 will be given to fund each site and an additional \$5,000 if over 250 applications are submitted. 	



San Francisco Food Security Task Force

Minutes from June 4, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none">Learning circles will be held to inform and advise the community groups about best practices.	
10. Public Comment	Public Comment: Public comments are incorporated above. Ms. Calloway stated that SFDHS sent the names of all school aged children on Food Stamps and Calworks to be matched for direct certification. Only 1,655 students out of nearly 9,000 were matched. The SFDHS with continue to work with the SFUSD to try to develop a better system.	None.
11. Adjournment	Public Comment: Public comments are incorporated above. Ms. O'Farrell adjourned the meeting at 3:10pm. The next meeting will be held on Wednesday, July 2, 2008 from 1:30pm-3:30pm at City Hall in Room 278.	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, July 2, 2008 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

06-24-08P03:46 REV0

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Maria LeClair

Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from June 4, 2008 [Discussion Item and Possible Action Item]
3. Presentation on the Child Nutrition Reauthorization. *Guest speaker: Kumar Chandran, Nutrition Policy Advocate, California Food Policy Advocates.* [Discussion Item and Possible Action Item]
 - a. Public comment
4. Update on 2008 Progress Report of the Food Security Task Force strategic plan [Discussion Item and Possible Action Item]
 - a. Public comment
5. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
6. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

- A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*

- B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*

- D. Older Adults Working Group
 - I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
 - II. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*

- 7. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*

- 8. Public Comment

- 9. Adjournment

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San Francisco Food Security Task Force

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Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Jacqueline Battle, Angelina Cahalan, Bruce Ito, Maria LeClair, Loretta Lee, Tami Minix, Marguerite Nowak, Leo O'Farrell, and Christine Wong Mineta

Public: Ylonda Calloway, Kumar Chandran, Paula Jones, Meredith Terrell, Sandra Urban, and Janice Lee

Agenda Topic	Discussion	Action Item
1. Call to Order	1:34 pm by Mr. O'Farrell	None.
2. Approval of Minutes from May 7, 2008	Mr. O'Farrell made a motion to approve the minutes which were seconded by Ms. Albert and unanimously approved.	Ms. J. Lee will post approved minutes.
3. Presentation on the Child Nutrition Reauthorization. <i>Guest speaker: Mr. Kumar Chandran, Nutrition Policy Advocate, California Food Policy Advocates.</i>	<p>Mr. Chandran gave a presentation on the upcoming Child Nutrition Reauthorization, which reauthorizes all federal nutrition programs that serve children, including the National School Lunch, School Breakfast, WIC Programs, etc. The Reauthorization is scheduled for 2009; however, Mr. Chandran alluded to the possibility that with upcoming Presidential Elections and election of other new officials, the reauthorization may be pushed back to 2010.</p> <p>Many school administrators, food service directors, health groups, organizations like the Diabetes Association and American Cancer Society, general agriculture groups, food security, hunger groups and many other groups are getting involved to get their message heard</p> <p>Mr. Chandran also mentioned the School Nutrition Dietary Assessment, which looked at how school meals are complying with the dietary guidelines. The results showed that nationally, only about 6% of all school meals complied with all regulations (caloric as well as micro-nutrients). In light of these findings as well as other concerns, the USDA has contracted with a government research body to look at dietary guidelines and school meals, to figure out how to make both comply with each other; this study</p>	Mr. Chandran will send Ms. Albert information on accessing slides for his presentation.



San Francisco Food Security Task Force

Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>will likely continue for another 12-18 months.</p> <p>Nutrition advocates believe that ways to improve nutrition, will be through compliance with the dietary guidelines, increase reimbursement rates, and start pilot projects like school gardens and farm to school programs.</p> <p>What people can do: Make calls and send letters to express support, or have local officials come to visit sites to get them connected to the programs.</p> <p>Listening session on August 6th at the USDA, call or email to reserve a spot.</p> <p>Updates and more information are available on the California Food Policy Advocates' webpage, reauthorization page.</p>	
<p>4. Update on 2008 Progress Report of the Food Security Task Force strategic plan</p>	<p>Public Comment: Public comments are incorporated above.</p> <p>Mr. O'Farrell stated that a final draft of the report is complete, and a meeting will be held with Supervisor Sophie Maxwell, to get final approval and any new directions.</p> <p>Public Comment: Public comments are incorporated above.</p>	<p>Mr. O'Farrell and/or Ms. Libby will update Members on Meeting with Supervisor Maxwell.</p>
<p>5. Update on City nutrition programs</p>	<p>Food Stamp Program:</p> <ul style="list-style-type: none"> Mr. O'Farrell spoke about visits to various restaurants that accept food stamps, to enforce and ensure compliance. A few restaurants were under scrutiny for cashing out people's food stamps. Mr. O'Farrell has found the importance of having bi-lingual staff to talk to restaurant staff and managers. In addition, using bi-lingual materials may help with compliance. Sometimes staff and managers do not realize they were in violation. 	<p>None.</p>



San Francisco Food Security Task Force

Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> <li data-bbox="215 337 329 1005">Ms. Calloway shared the Food Stamp Caseload Trends for May 2008, showing food stamp caseload levels and application rates. In May 2008, out of the 1,692 who applied to the Food Stamp Program, 1,460 were approved. It was also noted that there was a decline in Food Stamp caseload levels between February and March 2008. However, the following month, there was a sharp increase. <li data-bbox="355 337 422 1005">Ms. Jones proposed a discussion on the Farmers' Market and Food Security for the August Meeting. This was unanimously agreed and will be added to the next meeting's agenda. <p data-bbox="448 895 467 1036">Child Nutrition:</p> <ul style="list-style-type: none"> <li data-bbox="498 337 653 1005">Ms. Albert gave an update on the Summer Lunch Program. She stated that the summer lunches have been going well. Meals have been going out on time; monitors have been working to address any problems, and 311 and 211 have been receiving double to triple the amount of calls in the month of June, inquiring about summer lunches. The Summer Lunch Office also received calls about the Summer Lunch Program. Ms. Albert also mentioned how it will translate to participation. <li data-bbox="684 337 752 1005">This year there have been fewer sites, with a couple of larger programs like the YMCA and Boys and Girls Club either dropping off or providing lunches from another source. <li data-bbox="783 337 824 1005">Roughly 6,000 meals are being offered, but until the paperwork returns and is processed, it unclear the exact number of children served. <li data-bbox="855 337 938 1005">Norcal and the Department of Environment have collaborated to work with the Boys and Girls Club to do composting. The students will conduct a waste study next week to see how much waste is being diverted by recycling and composting. 	



San Francisco Food Security Task Force

Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> <li data-bbox="218 337 329 1002">• The American Heart Association, in partnership with the William J. Clinton Foundation, is providing 3-part education to children, teaching them about the heart muscle, healthy heart behaviors, physical activity, and nutrition. The children are learning how to tell the difference between a heart attack and a stroke, its symptoms, how they can recognize it, and how lives can be saved. <li data-bbox="358 596 379 1002">• Promotion of the Soda free summer Campaign. <li data-bbox="408 337 449 1002">• Ms. Jones arranged for the summer lunch program to include locally sustainable produce with a new vendor, and does not cost more. <li data-bbox="478 337 565 1002">• Ms. L. Lee gave an update on the summer schools. Ms. Lee mentioned that this year there are 25 schools offering a summer school program, which are 10 less than last year due to budget cuts. In addition, the number of meals ordered was less than last year. <li data-bbox="594 337 705 1002">• Ms. Battle also mentioned the summer lunch program. There was an issue with one of the food item, the bean dip, which caused a little confusion because students did not know it was supposed to be a cold item. This brought up an important discussion about labeling or including on the menu that certain items are meant to be cold. <p data-bbox="734 946 755 1033">Advocacy:</p> <ul style="list-style-type: none"> <li data-bbox="784 337 866 1002">• Ms. Novak provided an update on the advocacy front. She stated that things are pretty quiet on the state level due to budget issues. Ms Novak also gave an update on the various changes and provisions in the Nutrition title of the Farm Bill. <li data-bbox="878 337 940 1002">• In addition, Ms. Novak gave an update on initiatives the Task Force will support, including but not limited to AB 433 Beall, AB 2844 Laird, and AB 2726 Leno. 	



San Francisco Food Security Task Force

Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • Updates regarding older adults were given, in particular the Task Force's opposition of the President's elimination of the Commodity Supplemental Food Program (CSFP) • Updates on Advocacy and Healthy Kids, included urging the City to support SFUSD's Point of Sale system implementation as well as advocating for parity for high cost-of-living areas with regards to reimbursement rates for National School Lunch, School Breakfast, WIC and CACFP. <p>Older Adults:</p> <ul style="list-style-type: none"> • Ms Terrell gave an update on the Home Delivered Grocery Pilot. The San Francisco Food Bank, in collaboration with other programs, will be providing and getting food out to those in need. They are in the process of making formalized agreement. The Food Bank is also trying to obtain a grant to pay for the food. • The goal is to provide 100 bags/week. 20-30 count bags of grocery would go to those who are mobile within their home and can prepare the food in their home, but are unable to shop for groceries. • Plan to begin by late fall early winter. • Will work together with Ms. Linda Lau, from the Department of Aging and Adult Services to put together the nutrition information and create 3 menus- a generic, Asian, and Latino menu. <p>Public Comment: Public comments are incorporated above.</p>	



San Francisco Food Security Task Force

Minutes from July 2, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Task Force Working Group breakout sessions and report back to full Task Force	The FSITF did not meet in Working Groups and instead gave updates, which have been incorporated in the City Program Updates in item number 6.	None.
10. Public Comment	Ms. Jones proposed a discussion on the Farmers' Market and Food Security for the August Meeting. This was unanimously agreed.	Ms. J. Lee will include this item on the agenda for the August meeting.
11. Adjournment	<p>The San Francisco Food Security Task Force members and the Public acknowledged Ms. Wong Mineta for her contributions to the Task Force and bid her farewell as she leaves the San Francisco Department of Public Health to continue her career at City College of San Francisco. Ms. Mineta introduced Janice Lee who will aid as staff to the Task Force.</p> <p>Mr. O'Farrell adjourned the meeting at 3:02 pm.</p> <p>The next meeting will be held on Wednesday, August 6, 2008 from 1:30pm-3:30pm at City Hall in Room 278.</p>	None.





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, August 6, 2008 at 1:30p.m.-3:30p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from July 2, 2008. [Discussion Item and Possible Action Item]
3. Discussion on State Budget and Legislative Advocacy Ideas. [Discussion Item and Possible Action Item]
- a. Public comment
4. Discussion on Farmers Markets and Food Security. [Discussion Item and Possible Action Item]
- a. Public comment
5. Update on 2008 Progress Report of the Food Security Task Force strategic plan. [Discussion Item and Possible Action Item]
- a. Public comment
6. Update on City nutrition programs [Discussion Item and Possible Action Item]
- a. Public comment

7. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)
 - A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
 - B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
 - C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
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 - I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
 - II. *Next steps for Home Delivered Groceries*
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8. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*

E. Public comment

9. Public Comment

10. Adjournment

11.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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San Francisco Food Security Task Force

Minutes from August 6, 2008
1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Jacqueline Battle, Angelina Cahalan, Bruce Ito, Diana Jensen, Maria LeClair, Marguerite Nowak, Leo O'Farrell, and Janice Lee

Public: Ylonda Calloway, Robert Campbell, Sarah Dumican, John Garrone, Paula Jones, Laura Juran, Rhodora Lino, Daisy McArthur, Sraddha Mehta, Jan Salter, Meredith Terrell, and Aliza Wasserman

Agenda Topic	Discussion	Action Item
1. Call to Order	1:39 pm by Mr. O'Farrell	None.
2. Approval of Minutes from May 7, 2008	Ms. Diana Jensen made a motion to approve the minutes which were seconded by Mr. O'Farrell and unanimously approved.	Ms. J. Lee will post approved minutes.
3. Discussion on State Budget and Legislative Advocacy Ideas. <i>Lead by Mrs. Diana Jensen</i>	<ul style="list-style-type: none"> Review of document of Guidelines for "Call for State Budget and Legislative Advocacy Ideas". The California Welfare Director's Association (CWDA) is soliciting ideas from various counties for the development of its 2009 advocacy agenda. The San Francisco Food Security Task Force (SF FSTF) has been asked to submit ideas. Last year a similar call for advocacy ideas was sent out. Ms. Nowak will check what items were sent out last year and provide the list by the deadline. Ms. Jensen motioned to authorize the advocacy committee to come up with proposed State Budget and Legislative and advocacy ideas, circulate to the group, and send to the Noelle by her deadline in August. Mr. O'Farrell second the motion. All in favor. 	Ms. Nowak will check items, which were sent last year and provide suggested advocacy items to Ms. Noelle Simmons and FSTF group.
4. Discussion on Farmers Markets	<p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Mr. O'Farrell introduced the topic. He spoke briefly about how Farmers' Markets have been an item of legislation locally, and how Farmers' Markets 	Mr. O'Farrell will invite Ms. Linda Lau, from the



San Francisco Food Security Task Force

Minutes from August 6, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
Agenda Topic and Food Security	<p>should all accept EBT (Electronic Benefit Transfer), which are Food Stamp benefits. All certified Farmers' Markets now accept EBT; however, initially there was a struggle for enrollment of the system.</p> <ul style="list-style-type: none"> Ms. Jones: Introduced the Agriculture Committee's annual assessment, "An Assessment of San Francisco's Farmers Markets", which described better serving people with limited resources, in terms of how to improve the services for low income residents. Ms. Jones wanted to elicit input for this year's farmers' market assessment. Ms. McArthur requested information on the Seniors' Farmers' Market Nutrition Coupons Program (FMNP). Ms. Jones briefed the group on the program. Seniors get coupons, which they could spend at Farmers Markets throughout the season. The redemption rate is very high, at least 85%. California, however, has not been receiving the amount of money equivalent to the population, which is quite low. Ms. McArthur also mentioned that there was also a need for assistance to help seniors in filling out forms to apply for services. Mr. O'Farrell suggested inviting Ms. Linda Lau, from the Department of Aging and Adult Services, to attend the next meeting to discuss the various food security issues facing seniors in San Francisco, or provide a report about the Seniors' Farmers' Market Nutrition Program. 	<p>Department of Aging and Adult Services to the September meeting.</p> <p>Ms. Nowak will draft a position statement/letter of support for the Farmers' Markets in San Francisco.</p>
	<p><u>Discussion on the status of the Heart of the City (HOC) Farmers' Market:</u></p> <ul style="list-style-type: none"> Ms. Juran, attorney for the HOC Farmers' Market, stated that the Mayor's Office and the Department of Real Estate wanted to take over the HOC Farmers' Market, which has been run by non-profit all this time. There was significant public outcry in response to the issue, and the Mayor rescinded 	



San Francisco Food Security Task Force

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Agenda Topic	Discussion	Action Item
	<p>his proposal for the City to take over operations of the Market, which would have forced the non-profit to dissolve. The public is very happy with the decision. Currently negotiations for a new permit with the city are in progress.</p> <ul style="list-style-type: none"> Ms. Salter, a member of HOC Farmers' Market (Salter Crabs), stated that the reason they feel the HOC should remain non-profit, rather than one micro-managed. Ms. Salter also stated that HOC believes they have a commitment to the poor people of San Francisco. HOC Farmers' Market is trying to keep their permit to continue to operate as a non-profit. If the city wants more money for running the market, it will be more difficult for the Farmers as well as keep the market running as a true Farmers' Market. Mr. Garrone, also a member of HOC Farmers' Market (Far West Fungi), spoke about how there seems to be more emphasis now on non-growers who sell processed foods rather than focusing on the logistics of running the market. The issue is the cost of maintaining a public market vs. maintaining a public market with a Farmers' Market was also discussed. Farmers have fulfilled the obligations of the permit. They have paid the city and even cleaned the space on their own. Ms. Juran stated the importance in terms of food security, serving low-income residents of San Francisco, for it will assist in improving the quality of life for residents. The HOC Farmers' Market has been able to keep stall fees low. When the farmers market had extra money, they would donate it to the Tenderloin Community. 	

San Francisco Food Security Task Force

Minutes from August 6, 2008
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Agenda Topic	Discussion	Action Item
	<p data-bbox="215 395 236 983">Discussion on ideas for how to make other markets more successful:</p> <ul style="list-style-type: none"> <li data-bbox="263 337 353 952">• Ms. Christine Adams, manager of the HOC Farmers' Market has taught others, such as the manager of the Alameny Farmers' Market, how to use Electronic Benefits Transfer (EBT) for transactions. However, it was also stated that for success, there needs to be a commitment. <li data-bbox="381 360 425 952">• Mr. O'Farrell spoke about success in relation to the proximity to a large population, and being in a central location, as well as the need. <li data-bbox="453 337 543 952">• Mr. Garrone stated that at other markets there is no signage for EBT. At the HOC Farmers' Market, there is a large sign in the center of the market. Mr. Garrone also suggested having signs promoting the various programs to increase awareness and participation. <p data-bbox="570 622 591 983"><u>How's Bayview Farmers' Market is doing:</u></p> <ul style="list-style-type: none"> <li data-bbox="618 333 663 952">• Ms. Mehra spoke about the Bayview Farmers' Market. The market opened 4 years ago. It relies heavily on grant funding for subsidies. <li data-bbox="691 341 781 952">• The Market primarily serves people who live in the area. The Community Alliance with Family Farmers has provided the vouchers this year. They distributed about 400 but less than 1/3 was returned. Each voucher is a \$1.00 value coupon. <li data-bbox="809 344 853 952">• Bayview Farmers' Market is open on Wednesdays because they wanted to work with farmers who are already here from HOC Farmers' Market. <li data-bbox="881 330 945 952">• Although farmers have made significantly less at the Bayview Farmers' Market than at the HOC Farmers' Market, they understand the social cause and still send a representative. In addition, many youth volunteers have 	

Introduction to the Study of the History of the United States

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San Francisco Food Security Task Force

Minutes from August 6, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>helped out at the Bayview Farmers' Market.</p> <ul style="list-style-type: none"> • There are usually 6 or 7 stalls at the Market, and the farmers are not charged a stall fee. Many activities have been done to increase participation, including the vouchers, food demonstrations, and a frequent shopping program. There is evidence that people are benefitting. There are more customers this year, but it is still not sustainable even with customer support. • Opportunity to write a letter of support, supporting the Farmers' market. Ms. Nowak motioned for the SF FSITF to draft a letter to support Farmers' Market as a social service, and discuss their importance to the City. Mr. O'Farrell second. All in Favor. • Also to be included in the letter are issues and concerns discussed above as well as ways to increase Food Stamp usage. <p><u>Update WIC Program and the Farmers' Market:</u></p> <ul style="list-style-type: none"> • Ms. LeClair spoke about the WIC Program and the Farmers' Markets. WIC participants may be able to use a cash value voucher, in addition to the vouchers issued as part of the WIC Farmers' Market Nutrition Program, to purchase fruits and vegetables at the Farmers' Market in the future. • In order for a vendor to be WIC authorized, it must carry at least one item from each of the authorized food groups. Therefore, if a farmer wanted to be a WIC authorized vendor, s/he would have to sell at least one of the each of the different WIC foods such as cereal, milk, etc. The State WIC Program is looking into regulations to certify Farmers' Markets to redeem just fruit and vegetable coupons. 	

Introduction

The purpose of this chapter is to provide a brief overview of the book's content and to introduce the reader to the concepts and terminology used throughout the text.

The book is organized into three main parts:

1. The first part, consisting of Chapters 1 through 5, introduces the basic concepts and terminology of the subject.
2. The second part, consisting of Chapters 6 through 10, discusses the various methods and techniques used in the field.
3. The third part, consisting of Chapters 11 through 15, presents the results of the research and discusses the implications of the findings.

The book is intended for students and researchers in the field of [subject] and is designed to be a comprehensive resource for anyone interested in the subject.

The author would like to thank the following individuals for their assistance and support during the preparation of this book:

- [Name]
- [Name]
- [Name]

The author also wishes to express their appreciation to the [Institution] for providing the facilities and resources necessary for the completion of this work.

San Francisco Food Security Task Force

Minutes from August 6, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Update on 2008 Progress Report of the Food Security Task Force strategic plan	<ul style="list-style-type: none"> Ms. LeClair also spoke about the current program, the WIC Farmers' Market Nutrition Program, which participants receive a \$20 voucher for use to purchase fruits and vegetables only at Farmers' Market. Ms. McArthur inquired about how WIC works in terms of when services are stopped, and whether it is possible to continue WIC after a child is aged-out. Ms. LeClair explained by stating that WIC was established by Congress in 1972, as a two year pilot project. WIC has been unique among the federally administered food assistance programs in that it provides specific foods and nutrition education to a specific target population as an adjunct to ongoing health care. The purpose of the WIC Program is to prevent health problems and to improve the health of program participants during critical times of growth and development. Once past the age of 5, children would be able to receive services from programs serving children 5 and up. <p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Ms. J. Lee gave a brief update on the feedback received on the report by Supervisor Maxwell and Ms. Emily Rogers. The content was fine, however, try to keep everything consistent and include a statement describing how to navigate the report. Mr. O'Farrell: Plan is to complete the 2008 draft of the report, go to press and publish the report, and deliver the copies to stakeholders. Following, have a hearing, such as City Services and Neighborhood Operations, and present the information to the Board of Supervisors. The Supervisor would like members to be prepared for this hearing in September or October. Ms. Jones suggested highlighting programs such as the San Francisco Food Bank (the amount of food distributed). Also include information on the other programs, not only the ones funded federally. 	<p>Ms. J. Lee will incorporate suggested changes and provide draft to members.</p> <p>Mr. O'Farrell will compose statement, which explains how to use the report.</p>

Introduction to the Study of the History of the United States

The purpose of this chapter is to provide a general overview of the history of the United States, from the early colonial period to the present. It will cover the major events, figures, and movements that have shaped the nation's development.

The first section of the chapter will discuss the early colonial period, from the arrival of the first European settlers in the late 15th century to the mid-18th century. This period was characterized by the establishment of various colonies, each with its own unique culture and traditions. The second section will focus on the American Revolution, which began in 1775 and ended in 1783. This was a period of great upheaval and change, as the colonies fought for independence from British rule. The third section will cover the early national period, from the end of the Revolution to the mid-19th century. This was a time of rapid growth and expansion, as the United States moved westward and developed its economy and infrastructure. The fourth section will discuss the mid-19th century, which was a period of great social and political change. This was the time of the Civil War, which ended slavery and led to the Reconstruction era. The fifth section will cover the late 19th and early 20th centuries, which were marked by industrialization, urbanization, and the rise of new political movements. The final section will discuss the 20th century, which has been a time of great global conflict and social change.

1. The early colonial period, from the late 15th century to the mid-18th century.

2. The American Revolution, from 1775 to 1783.

3. The early national period, from the end of the Revolution to the mid-19th century.

4. The mid-19th century, from the Civil War to the Reconstruction era.

5. The late 19th and early 20th centuries, marked by industrialization and urbanization.

6. The 20th century, a time of global conflict and social change.

San Francisco Food Security Task Force

Minutes from August 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Update on City nutrition programs	<p>Public Comment: Public comments are incorporated above.</p> <p><u>Advocacy Working Group (report given by Ms. Nowak):</u></p> <ul style="list-style-type: none"> • The Governor signed the Emergency Food Assistance Program Tax Check-off Bill. People could donate money to support the Emergency Food Assistance Program. • Supplemental Bill- putting in extra money for programs like WIC. • Mr. O'Farrell: AB433: Name change for the California Food Stamps Program. • Child Nutrition Reauthorization Hearing: Both Ms. Albert and Ms. L. Lee attended. Ms. Nowak will draft a letter of support following the Child Nutrition Reauthorization Hearing. • Ms. Jones gave an update for the School District in terms of costs: To serve the same foods, but higher quality, such as whole grains, the cost would increase to about 14.1%. <p><u>Food Stamps Working Group (report given by Ms. Calloway & Mr. O'Farrell):</u></p> <ul style="list-style-type: none"> • Ms. Calloway shared Food Stamp Caseload trends for June 2008 • Food Stamp caseload has gone up. In one year, 1,000 cases up. Attribute to factors such as the economy and efforts to setup a customer call center. • Mr. O'Farrell and Ms. Calloway are seeing a tangible improvement, and the 	<p>Ms. Nowak will draft a letter of support following the Child Nutrition Reauthorization Hearing.</p>



San Francisco Food Security Task Force

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Agenda Topic	Discussion	Action Item
	<p>amount of applications is steadily going up.</p> <p><u>Older Adults Working Group (report given by Ms. Terrell and Ms. Jensen):</u></p> <ul style="list-style-type: none"> Ms. Terrell mentioned that they are moving ahead with the Home Delivery Grocery Pilot. Meals on Wheels, Self Help for the Elderly, the Food Bank, and the City. Ms. Linda Lau is helping with the nutrition component. Delivering a week's worth of groceries. All the players finalized, just need someone to do the assessment process. Food Bank will try to raise the money for the project. 3 Senior buildings were surveyed to find out how a survey was higher participation with current food pantry. Survey results were received today, and will speak with Ms. Jensen about it and report in the near future. Ms. McArthur commented on how for older adults, the foods need to be soft or chopped up. Ms. McArthur also mentioned that it is difficult for many older adults to even eat. Ms. Jensen: MUNI putting in grant application (federal) to do grocery trips once a week Seniors, particularly for residents from the Bayview District. Ms. Jensen also spoke about the group Insight, which is working on putting together an elder economy security index. If anyone is interested, woman from Insight could come and present on how they put together their index and how they promote it to raise awareness. <p>Public Comment: Public comments are incorporated above.</p>	

San Francisco Food Security Task Force

Minutes from August 6, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. & 8. Task Force Working Group breakout sessions and report back to full Task Force	The FSTF did not meet in Working Groups and instead gave updates, which have been incorporated in the City Program Updates in item number 6.	
9. Public Comment	Public Comment: Public comments are incorporated above.	
10. Adjournment	Mr. O'Farrell adjourned the meeting at 3:40 pm. The next meeting will be held on Wednesday, September 3, 2008 from 1:30pm-3:30pm at City Hall in Room 278.	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, September 3, 2008 at 1:30 p.m.-3:30 p.m.
City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

08-25-08P03:42 PCVD

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from August 6, 2008 [Discussion Item and Possible Action Item]
3. Update on the Senior Farmers' Market Nutrition Program by *Guest Speaker: Linda Lau, San Francisco Department of Aging & Adult Services, Office on the Aging* [Discussion Item and Possible Action Item]
 - a. Public comment
4. Report on Child Recertification Hearing by *Libby Albert, Department of Children, Youth and Their Families* [Discussion Item and Possible Action Item]
 - a. Public comment
5. Update on Student Nutrition by *Loretta Lee, Student Nutrition Services, San Francisco Unified School District* [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion on Supplemental Security Income (SSI) Food Stamp cash out issue and possible legislative action [Discussion Item and Possible Action Item]
 - a. Public comment

7. Update on 2008 Progress Report of the Food Security Task Force strategic plan
[Discussion Item and Possible Action Item]
 - a. Public comment
8. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
9. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
- II. *Set next goals*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. *Public comment*

C. Food Stamp Working Group

- I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
- II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- III. *Public comment*

D. Older Adults Working Group

- I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
- II. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]

IV. Public comment

10. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. Advocacy Working Group*
 - B. Child Nutrition Working Group*
 - C. Food Stamp*
 - D. Older Adults Working Group*
 - E. Public comment*
11. Public Comment
12. Adjournment

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San Francisco Food Security Task Force

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1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Jacqueline Battle, Bruce Ito, Diana Jensen, Maria LeClair, Loretta Lee, Tami Minix, Marguerite Nowak, Leo O'Farrell, and Janice Lee

Public: Ylonda Calloway, Paula Jones, Linda Lau, Daisy McArthur

Agenda Topic	Discussion	Action Item
1. Call to Order	1:38 pm by Mr. O'Farrell	None.
2. Approval of Minutes from August 7, 2008	Ms. Nowak made a motion to approve the minutes which were seconded by Ms. LeClair and unanimously approved.	Ms. J. Lee will post approved minutes.
3. Update on the Senior Farmers' Market Nutrition Program by Guest Speaker: <i>Linda Lau, San Francisco Department of Aging & Adult Services, Office on the Aging</i>	<ul style="list-style-type: none"> Good news, in late July notified by State to work out a deal to re-implement the Senior Farmers' Market Program (SFM). CA distributed 24,100 booklets (\$20/booklet=\$482,000 total). SF received 1,000 booklets to distribute. When legislation was passed for the SFM Program, it included administrative requirement for the CA Department of Aging (CDA/grantee). No funding was provided for administration of the Project. Other requirements made it very expensive- such as tracking the coupon from the user to the vendor. Due to the short staff and other factors, it was decided to cancel the Program. Swell of seniors voiced their opinions on the benefits of the Program to them, even if it is only \$20/year. CDA, worked with the CA Department of Food and Agriculture and got an MOU to transition the Program. The CA Department of Food and Agriculture would administer the program and deal with the printers, coupons, and distribution. A second printing of the coupons was done recently because the money was previously held up. 	



APPROVED**San Francisco Food Security Task Force**

Minutes from September 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none">For the future and for the long run, Ms. Lau would like to see if the San Francisco Food Security Task Force (SF FSTF) could provide suggestions of working with either the State or the two Departments (working with the SFM Program), a way to change the regulations, keep it streamlined, make it easier to administer, yet still provide accountability. That way there is more money going to the seniors who are in need of this Program.Ms. Jensen brought up a question which arose in a previous meeting in regards to allocation. Ms. Lau was not clear about the allocation formula; however, she did not believe C.A. receives much given the size of our State. This could be part of the change when legislation is revised. Ms. Jones added that the Program started from the 2002 Farm Bill. The grants were made to the State based on matching, and California never put up the type of match we needed to pull in the funds.Ms. Jensen also asked about the local administrative burden. Part of the requirement is to provide nutrition education, and verbally inform participants that they need to be 185% of the Federal Poverty level to be eligible. Logs are given, and staff needs to write in all the serial numbers, starting serial number, for every booklet.Mr. O'Farrell inquired about the mechanics of the SFM Program. Ms. Lau stated that mass publicity is not done because they have such limited amount of coupons that it becomes a problem. One booklet/person. Some centers split coupons from 20 to 10 to distribute to more people at the center. \$2/coupon. 1/household. Last year the redemption rate was close to 80%.Mr. O'Farrell asked how the Farmers' Market vendors close the loop and get reimbursed. Ms. LeClair stated that after the vendors get the coupons, they turn it in to the market manager, and the manager takes it to the bank. The coupons, like those given by the WIC Nutrition Education Program, are like legal tender; therefore, a high level of security needs to be maintained. In addition, much administrative work that goes on behind the scenes. Participants are advised not to lose the coupon because it can not be replaced.Mr. O'Farrell suggested having the breakout groups brainstorm some ideas and	



San Francisco Food Security Task Force

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1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>4. Report on Child Recertification Hearing by Libby Albert, Department of Children, Youth and Their Families</p>	<p>as a group come up with action steps for the coming year.</p> <ul style="list-style-type: none"> Ms. Lau also shared a flyer for "Healthier Living", a health promotion program developed by Stanford University, and funded/ supported by her Department. It is a 6-week workshop series, 2 ½ hours long, once a week. It is targeted to older adults with chronic illness or conditions. Workshops are lead by two trained leaders, one who may have a chronic condition. They teach management skills- how to manage conditions; communication skills- how to better communicate with doctors and other health care professionals; and healthier lifestyle skills. Conducted in English at the OMI Wellness Center, co-sponsored by Meals on Wheels. Free. Suggested donation, but no one is turned away if they can not make a donation. Ms. Lau is looking forward to continue providing funding to continue this program and expanding it to other centers. Limited space, 15-20 people. Participants participate in a lot of discussion; go through exercises, and learning to set goals, and sharing. <p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Ms. Albert updated the group on the USDA listening sessions she participated in. The sessions were being conducted nationwide, and it is leading up to the structure of the Child Nutrition Bill that is expected in 2009. However, there is a chance that it may be pushed back until 2010. Many people from San Francisco testified, including representatives from DCYF, from the Mayor's Office, SFUSD, and CFPA. Ms. Albert's comments were focused on the barriers to serve more children and better foods. Others spoke about priorities and what should be changed. One-third of the attendees were from industry, such as people from the canned peaches industry, milk, meat, etc. Ms. Albert also turned in comments. Comments will be accepted until October 14th. Ms. Nowak has task force comments from the advocacy committee. She will also have written comments from the task force, which she will send by email. 	<p>Ms. J. Lee will forward Ms. L. Lee's presentation to Supervisor Maxwell.</p> <p>Ms. Nowak will email task force members with comments for the Child Nutrition Reauthorization.</p>



San Francisco Food Security Task Force

Minutes from September 3, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
<p>5. Update on Student Nutrition by Loreta Lee, Student Nutrition Services, San Francisco Unified School District</p>	<ul style="list-style-type: none"> Members agreed that comments may be circulated by email and approved to speed up the process and meet deadlines more efficiently. Ms. L. Lee gave an update on Student Nutrition, current operations, the current challenges, and how the SF FSITF can help. Student Nutrition is the largest public feeding program in San Francisco, with its funding primarily from Federal and State reimbursement. In 2006-2007, all students who participated in the program, 92% of breakfast participants and 84% of lunch participants qualify for free and reduced lunch. Daily participation figures: for breakfast- 5,100 served, lunch- 21,600 served, after school snack- 6,000 served, Summer Lunch- 5,000 served In 07-08, 25 Salad bars were introduced thanks to the Mayor's Program and DCYF. Evaluations on usage were completed, and found that over 50% of the students chose to take salad. There was also a hot breakfast pilot at 10 elementary schools: serving burritos, egg muffins, pancakes, etc. Providing hot breakfast resulted in an increase of 252% in breakfast participation, also increasing revenue. What's New: trans-fat free menu; whole wheat items such as whole wheat pasta; brown rice; participate Harvest of the Month; protected harvest or organic fruits and vegetables monthly; offer two entrees for Middle Schools and three for High Schools (in addition to a larger portion, from 2 to 3 ounces), expand vegetarian option, hot breakfast for everyone, point of sale system Point of Sale System will allow faster, more efficient transactions. In the high schools students will swipe their ID cards, and for the younger children, they will find their picture on the computer and select. The system will track when the child purchased his/her meal. It will take time for this to begin because of the time it takes to purchase the hardware and the immense amount of setup involved. Ms. L. Lee also discussed the financial struggles for Student Nutrition Services, such as the rising food costs, high labor costs, the decline in State reimbursement, as well as lack of cooperation from school sites because of the 	



San Francisco Food Security Task Force

Minutes from September 3, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>conflict with the sites selling other foods, which compete with food served by Student Nutrition Services.</p> <ul style="list-style-type: none"> • Although the superintendent has approved the new menu, Student Nutrition Services will be faced with a \$1.1 million deficit. • Ms. L. Lee also discussed how the SF FSITF could help. Ideas such as having agencies to encourage parents to get involved in advocating for the Student Nutrition Services Program encourages all families to file a meal program, request for additional funds from the Federal and State level, for the reimbursement rate is not enough, and advocate to change the income eligibility guidelines. • Ms. L. Lee is working with Ms. Tiana Wertheim, from Human Services Agency on a webpage, which will allow people to apply for various types of benefits, including the meal program. • Direct certification process is going much better. • Ms. Jones provided local level funding for s. meals 1/3 the Districts in CA have local level funding for the school meals through property tax in the 70's, called Meals for the Needy. She also suggested that the task force really examine practices throughout the country, and everyone in the City should think about it is the City wants to do to supplement this program. • Ms. Lau inquired whether there is a way to share the information and educate parents about the school meals program, and how to fill out the application. Ms. L. Lee mentioned that the San Francisco Unified School District's website (www.sfsud.org) includes a downloadable informational flyer of the program and application process in multiple languages. 	
<p>6. Discussion on Supplemental Security Income (SSI) Food Stamp cash out issue and possible legislative</p>	<ul style="list-style-type: none"> • The State is very interested in the SSI issue and Food Stamp. Due to State legislation, there are many in California who cannot get food stamps. • Two groups affected. Older adults who receive SSI or those living alone cannot get food stamps, and would benefit from a change in the law. Their income would increase by about 10-15/month. Also, family groups with one 	



San Francisco Food Security Task Force

Minutes from September 3, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
action	<p>disabled person, either a parent or child, or a couple, where one person is receiving SSI. Under current law, those receiving SSI, their income and resources are excluded. If SSI income were counted, it would make that family either ineligible for Food Stamps or receive less.</p> <ul style="list-style-type: none"> • Mr. Dennis Stewart has indicated the interest, but there needs to be a push to initiate the discussion. • Ms. Jensen expressed her concern on the issue of how if the State sees that people are receiving Food Stamps benefits, they may choose to cut back on SSI benefits and save the money for the general fund. Ms. McArthur also spoke of her concerns with this possibility, especially with the increase in housing and food, and suggested advocating keeping the benefits. • Mr. O'Farrell mentioned that he and Ms. Calloway would be working on the readability guide for the strategic plan. They will work together with Ms. J. Lee to make all necessary revisions. 	
7. Update on 2008 Progress Report of the Food Security Task Force strategic plan		Ms. J. Lee will bring copies of the revised 2008 Strategic Plan to October 1 st meeting for members to review.
8. & 9. Task Force Working Group breakout sessions and report back to full Task Force	<p>Advocacy Working Group (report given by Ms. Nowak):</p> <ul style="list-style-type: none"> • Ms. Nowak will be sending out the draft of the Child Reauthorization comments. Members will have about 2-3 weeks, and sent off by the October 15th deadline. • List of Legislative Priorities for the County Welfare Association. It was sent out. Everything the Task Force is supporting, in our legislative agenda, in addition to expanding funding for the Senior Farmers' Market Nutrition Program. • Ms. Nowak will be contacting Mr. Dennis Stewart regarding whether CDFS is ready to move on the issue of SSI and Food Stamps and how to come up with solutions. Ms. Nowak will also speak with Ms. Lau to find out who to contact from the Department of Aging on the Federal match. • Ms. Jones has drafted a position statement for the Farmers' Market piece, discussed during the September meeting. Ms. Nowak will work together with 	<p>Ms. Nowak will send position statement for the Farmers' Market piece to task force members.</p>



San Francisco Food Security Task Force

Minutes from September 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Ms. Jones on the statement.</p> <p><u>Child Nutrition Working Group (report given by Ms. Albert):</u></p> <ul style="list-style-type: none"> • Summer Lunch Program: 89 sites as opposed to the 110 the previous year. The Program lost several large sites who decided to sponsor the program directly with the State. Another moved to an ineligible area, while another did not decide to continue the program. However, despite having less sites, more children were served this year- about 5,163 average in July, and virtually no delivery or administrative problems. In addition, much nutrition education was done. At the end of the summer, there was a dinner to honor the sites and thank them for providing lunches to the community. 15 exemplary sites, which completed all paperwork correctly and excelled in many other tasks, were chosen. 4 out of the 15 were Rec. and Park sites. <p><u>Food Stamps Working Group (report given by Ms. Calloway & Mr. O'Farrell):</u></p> <ul style="list-style-type: none"> • Ms. Minix mentioned that the Bayview TLC Family Resource Center, a Program part of the Bayview YMCA will be a Food Stamp remote site later this year. The website will go into working order in the early part of January. Trainings are being held to provide information on the remote site as well as the website, for services can be accessed through the website. • There will also be a Food Pantry at the Bayview YMCA, in partnership with the Food Bank, Thursdays, from 4-6 p.m. from the Bayview residents. ID or Bayview YMCA ID needs to be presented. • Ms. McArthur shared her strategy for the issue of SSI and Food Stamps. She believed we should push this. There are many organizations that serve the elderly, such as Senior Citizen Housing, Senior Citizen Action Network, Glide, St. Anthony's. If all brainstormed, we can pull in more elderly, for Food Stamps, and help, because there is a large elderly population, and they are struggling. • Ms. McArthur also suggested having all parties meet to discuss how to find a 	

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San Francisco Food Security Task Force

Minutes from September 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	solution, starting from the ground, in addition to working with those in Sacramento. Public Comment: Public comments are incorporated above.	
10. Public Comment	Public Comment: Public comments are incorporated above.	
11. Adjournment	Mr. O'Farrell adjourned the meeting at 3:24 pm. The next meeting will be held on Wednesday, October 1, 2008 from 1:30pm-3:30pm at City Hall in Room 278.	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, October 1, 2008 at 1:30 p.m.-3:30 p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from September 3, 2008 [Discussion Item and Possible Action Item]
3. Presentation on new alternatives to the Federal Poverty Guidelines by *Guest Speakers: Jenny Chung and Susie Smith, Insight Center for Community Economic Development (formerly NEDLC)* [Discussion Item and Possible Action Item]
 - a. Public comment
4. Update on 2008 Progress Report of the Food Security Task Force strategic plan [Discussion Item and Possible Action Item]
 - a. Public comment
5. Update on City nutrition programs [Discussion Item and Possible Action Item]
 - a. Public comment
6. Task Force Working Group breakout sessions [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

- A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
- B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- D. Older Adults Working Group
 - I. *Approve special meeting minutes from April 11, 2008*
[Discussion Item and Possible Action Item]
 - II. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- 7. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 8. Public Comment
- 9. Adjournment

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Sunshine Ordinance Task Force
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San Francisco Food Security Task Force

Minutes from October 1, 2008
1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Angelina Cahalan, Leo O'Farrell, Bruce Ito, Diane Jensen, Magdalene Louie, Tami Minix, Marguerite Nowak, Meredith Terrell, and Janice Lee

Public: Stephanie Provines and Susie Smith

Agenda Topic	Discussion	Action Item
1. Call to Order	1:43 pm by Mr. O'Farrell	
2. Approval of Minutes from September 3, 2008	Ms. Jensen made a motion to approve the minutes, which were seconded by Ms. Albert and unanimously approved.	Ms. J. Lee will have the approve minutes posted.
3. Presentation on new alternatives to the Federal Poverty Guidelines by <i>Guest Speaker: Susie Smith, Insight Center for Community Economic Development (formerly NEDCO)</i>	<ul style="list-style-type: none"> Ms. Smith gave an overview of the Insight Program: Insight Center for Community Economic Development is based in Oakland, CA, and is a national non-profit research, consulting, and legal organization dedicated to building economic health in vulnerable communities. Insight was established as a <i>W'ar on Poverty</i> program in 1969. Insight's vision is for all Californians to be able to meet their basic needs and advance to economic security. 3 out of 10 Californians do not have enough to make ends meet (basics needs, rent, bills, clothes, food, etc.), and in the Bay Area it is 1 out of 4 families. There is also growing economic inequality, as well as gaps in policy- those whose income exceeds limits, yet do not qualify for benefits and are not making enough to pay for everyday expenses. Insight publishes cost of living data, and has created local tools. One is the self sufficiency calculator- an online calculator, which calculates a person's wage and benefits. It shows a person, how much s/he will need in order to live self sufficiently factoring area, family size, and other factors. A report generated shows the person where his/her wage is, and refers him/her to resources s/he may be eligible for. The information given explains how a person could be 	

San Francisco Food Security Task Force

Minutes from October 1, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>closer to meeting the self-sufficiency standard for his/her family size by utilizing the programs s/he is eligible for.</p> <ul style="list-style-type: none"> • Usage of the calculator is being tracked. Various agencies have partnered with Insight throughout California. Ms. Smith hopes that staff of local agencies could be trained to use the calculator, and in turn use with their participants. • Ms. Smith also explained the current poverty measure- the federal poverty line, how it was developed, and discussed its flaws. • The Federal Poverty line varies by size (number of people in the household), but does not vary by age, and it is the same throughout the Country (not factoring the cost of living differences throughout the US) • The Federal Poverty line is utilized in many ways: eligibility- to see if people are eligible for various benefits (about 80 different public programs use it to determine eligibility; funding- the Federal Poverty Guideline is used to determine how much funding communities get; track trends; evaluate economic policy; etc. • One of the problems in San Francisco is that many fall into the gap- although a family may be above the Federal Poverty Line, they do not make enough to make ends meet. • The California family Economic Self-Sufficiency Standard is based on public data sources. It is county-specific, and factors in income needed for housing, food, healthcare, childcare, transportation, and other basic needs. • The California Elder Economic Security Standard Index builds on the CA Family Economic Security Standard Index, and includes county-specific cost-of-living index for retired people who are 65 and older. • Ms. Smith stated that Insight is working to add the components of savings and private insurance into the data. • Ms. Smith also discussed how to build the movement in order to reach goal of a new standard- expanding coalitions, unite family and elder economic coalitions, expand research, and join the movement! • Mr. O'Farrell asked how to integrate the tools to the work various 	

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San Francisco Food Security Task Force

Minutes from October 1, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
4. Update on 2008 Progress Report of the Food Security Task Force strategic plan	<p>organizations are doing. Ms. Smith answered by stating that the calculator could be used when counseling participants. The data could also be in reports and strategic plans, as well serve as a way to measure the success of a program.</p> <p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> • Mr. O'Farrell reviewed the changes to the strategic plan- pages were rearranged. • Mr. O'Farrell proposed having a virtual distribution, and to disseminate the strategic plan by sending a link or via email. • Ms. Terrell liked the idea, and suggested that possibly sending an email with an e-invite to visit the link. • Ms. Novak proposed printing the executive summary and including the link with the entire strategic plan. • Ms. Albert suggested including the executive summary in the body of the email, along with the link to the entire strategic plan. • Ms. Albert also proposed that a few copies be printed for limited distribution as well as for anyone who asks for one. • Ms. Jensen liked the electronic version but also agreed that it would be nice to have a few hard copies. • It was agreed that a small supply, about 50 will be printed, while the rest could be distributed via email or by accessing the link. The link could be placed on the SF DPH website, DCYT's webpage, and on the pages of other programs interested in posting the plan on their sites. <p>Public Comment: Public comments are incorporated above.</p>	
5. Update on City nutrition programs	<p>Food Stamp Program Update: (Ms. O'Farrell and Ms. Brown reported)</p> <ul style="list-style-type: none"> • Ms. Veronica Brown, FNS, EBT and Outreach Coordinator of the Food Stamp Program introduced herself. • Ms. Brown mentioned that as of October 1st, the Food Stamp Program has 	

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San Francisco Food Security Task Force

Minutes from October 1, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>changed to SNAP (Supplemental Nutrition Assistance Program), with the idea of supplementing the nutrition needs versus providing all the nutritional needs. In addition to coordinating the EBT Card Program, Ms. Brown is also the Outreach coordinator for the Food Stamp Program. She is responsible for promoting the Food Stamp Program, and works with local agencies to provide information about the Food Stamp Program and work together to create a plan on how to promote the program.</p> <ul style="list-style-type: none"> • Ms. Brown reported that San Francisco County is one of counties in California, which has implemented a very good outreach program. • Seniors are not eligible for Food Stamps. • Mr. O'Farrell stated that the Food Stamp Program in San Francisco will continue to have that name. In the Farm Bill, States were given the option to name their own program. California may possibly come up with another name. • Mr. O'Farrell mentioned that they are trying to setup the Food Assistance Center with the \$1 million they received in 2006. • The big challenge is to get the interactive website up and running. Hopefully by the first quarter of 2009, possibly January and February. Only 50% of the people who are eligible for Food Stamps are getting it. The goal is to set up the site so anyone can have access to it and apply. They will be able to apply for programs like WIC, School Meals, etc. <p>Advocacy working Group: (Ms. Nowak reported)</p> <ul style="list-style-type: none"> • The good news is the Governor signed the Bell Law yesterday, making Medi-Cal recipients categorically eligible for Food Stamps. • The Governor also signed Mark Leno's Bill, which changes where the State can look for the Healthy Purchase Pilot Program, and allows people on Food Stamps to get a little money back (it was previously supposed to be funded as a General Fund, but no money was appropriated for it, even though the bill was signed). 	

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San Francisco Food Security Task Force

Minutes from October 1, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • The Governor also signed the Laird Bill, which would automatically enroll children on Medi-Cal into the School Meal Program. • Unfortunately, the Governor vetoed the reduction in reporting from 3 months to 6 months. • The other big news is that CSFP is making cuts to some of the Senior Distribution sites. The good news is that Congresswoman Nancy Pelosi and Senator Diane Feinstein have been asked to either put money into a second economic stimulus for CSFP along with WIC and Food Stamps, or there will be a continuing resolution, since it will likely not pass budget this year, due to it being an election year. In such a case, the hopes are to put in a little additional money for the same programs so they could continue to serve the same number of people. • The Senate is still drafting a second economic stimulus. There are speculations on whether it will pass or not, however, there may be an additional \$30 million for CSFP, WIC, and TEFAP (The Emergency Food Assistance Program). • Anti-Hunger (SB 1101)- The Governor signed a couple months ago. When people fill out their State income taxes, there are several different funds they can donate to. TEFAP, for Food Bank in California, is one of the options to fund. It was up for reauthorization, and needs to be approved every 5 years. The name may change to Foods for California Families and Children. <p>Older Adults Working Group: (Ms. Terrell reported)</p> <ul style="list-style-type: none"> • Home Delivery Groceries Pilot- has a proposed look and cost for the groceries. • Everyone is in place for the pilot except for someone to do intake, but will Ms. Terrell will meet with the parties regarding that in the next couple of months. <p>Child Nutrition Working Group: (Ms. Albert reported)</p> <ul style="list-style-type: none"> • Some of the changes, which Ms. Loretta Lee had previously mentioned started happening today. 	

San Francisco Food Security Task Force

Minutes from October 1, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Hot breakfast will be rolling out in every school. Mr. O'Farrell stated that the letter, with comments and Ms. Albert's testimony for the Child Nutrition Reauthorization, was sent to the appropriate party. Ms. Albert also received a letter from the ShapeUp Coalition and the Student Nutrition and Physical Activity Committee have also provided letters, and will be sending it. <p>Public Comment: Public comments are incorporated above.</p>	
6.&7. Task Force Working Group breakout sessions and report back to full Task Force	This item was combined in the update of City Nutrition Programs, in item number 5.	
8. Public Comment	Public Comment: Public comments are incorporated above.	
9. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:19 pm.</p> <p>The next meeting will be held on Wednesday, November 5, 2008 from 1:30pm-3:30pm at City Hall in Room 278.</p>	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, November 5, 2008 at 1:30 p.m.-3:30 p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

AGENDA

10-24-08A08-58 9000

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from October 1, 2008. [Discussion Item and Possible Action Item]
3. Release of 2008 Progress Report of the Food Security Task Force Strategic Plan- Next Steps. [Discussion Item and Possible Action Item]
 - a. Public comment
4. Discussion on City Food Policies. [Discussion Item and Possible Action Item]
 - a. Public comment
5. Discussion on income eligibility limits for federally funded programs. [Discussion Item and Possible Action Item]
 - a. Public comment
6. Update on City nutrition programs. [Discussion Item and Possible Action Item]
 - a. Public comment
7. Task Force Working Group breakout sessions. [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

- A. Advocacy Working Group
 - I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
- B. Child Nutrition Working Group
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- C. Food Stamp Working Group
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- D. Older Adults Working Group
 - I. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- 8. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 9. Public Comment
- 10. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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San Francisco Food Security Task Force

Minutes from November 5, 2008
1:30pm-3:30pm, City Hall, Room 278SAN FRANCISCO
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In Attendance

Task Force Members: Bruce Ito, Diane Jensen, Maria LeClair, Tami Minix, Marguerite Nowak, Leo O'Farrell, and Janice Lee

Public: Daisy McArthur, Meredith Terrell, and Joyce Lin-Conrad

Agenda Topic	Discussion	Action Item
1. Call to Order	1:43 p.m. by Mr. O'Farrell.	
2. Approval of Minutes from October 1, 2008	Ms. Nowak made a motion to approve the minutes, which were seconded by Ms. Jensen, and unanimously approved.	Ms. J. Lee will have the approve minutes posted.
3. Release of 2008 Progress Report of the Food Security Task Force Strategic Plan-Next Steps.	<ul style="list-style-type: none"> Mr. O'Farrell will put the report onto the Human Services Agency website, internally, externally. Ms. J. Lee distributed electronic versions of the report to members and notified members that the report is on the DPH website. A discussion was made regarding how to distribute the report. Ms. Terrell suggested sending out an email but also include a hard copy of the executive summary with information on how to access it online. Ms. McArthur mentioned catching key persons at a board meeting to get the word out as well as deliver report. Mr. O'Farrell answered by mentioning that in the past this was done by presenting to the Board of Supervisors. Highlights were extracted from the report and were presented. Since it is an election year, there will be new Supervisors to inform. Mr. O'Farrell confirmed that everyone likes the idea of emailing the report out; however, he was uncertain who would send it out. Ms. Terrell stated suggested for those who have a connection with the person(s) to send it out, because the likelihood that the person would open the mail is greater. 	<p>Ms. J. Lee will email SF FSTF members the distribution list and members will select contacts that they will send the report to.</p> <p>Ms. Lee will also have the executive summary as a separate document and have it posted on SF DPH's website.</p> <p>Mr. O'Farrell will provide Ms. J. Lee links of the report, on the Human Services Agency website so she can compile list of links.</p>

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San Francisco Food Security Task Force

Minutes from November 5, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Ms. Nowak suggested the face-to-face interaction be done in early January, since the new Supervisors are sworn in then. Mr. O'Farrell asked Ms. McArthur to visit a few of the Supervisors. She stated that she could start today and connect with Supervisor Maxwell and Supervisor Peskin. Ms. Jensen mentioned that she could send to people from DAAS. Mr. O'Farrell stated that the face to face meeting/distribution with the Board of Supervisors could wait until January, but the emailing of the report should begin now. Ms. Terrell- last year there was a sign-up list, where SF FSTF members selected whom they would contact. Ms. J. Lee will search for the distribution list and email it to members. If she can not find it, she will contact Ms. Terrell. Mr. Terrell suggested that once members receive the list, they could send Ms. J. Lee their updates, and Ms. J. Lee could then share with the group which contacts still need to be contacted. Ms. LeChair suggested sending it out to newsletters and Fast Facts. Ms. J. Lee will also have the executive summary posted as a separate link. Mr. O'Farrell will also provide links to Ms. J. Lee to compile. 	
4. Discussion on City Food Policies.	<p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Mayor held an urban rural round table, meeting with Farmers and academics, policy drivers, and advocates in Davis, CA. Mr. O'Farrell believes that the Mayor is trying to put together a food policy. Mr. O'Farrell believed that we need to keep discussion on the issue of hunger, how many people in SF are hungry, how many are receiving school meals, or receiving WIC. The issue is not only on all around sustainable local organic food, but an everyday, three times a day issue. Mr. O'Farrell mentioned that Ms. Catherine Dodd, of the Mayor's Office, is taking an interest on Food Policy. Mr. O'Farrell also mentioned that Ms. Paula Jones has been working with Ms. 	<p>Mr. O'Farrell will contact Ms. Catherine Dodd and invite her to the next SF FSTF meeting.</p>



San Francisco Food Security Task Force

Minutes from November 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Dodd.</p> <ul style="list-style-type: none"> Ms. Jensen mentioned that the two discussions may overlap, and believed it would be beneficial for all to be a part of that conversation. Ms. Jensen also expressed her concerns that if this issue is not discussed until the following month, the process may have moved further along. Ms. Terrell motioned to invite Catherine Dodd to the next SF FSITF Ms. LeClair seconded. Ms. Nowak suggested that members could learn what Ms. Dodd is working on and inform her on what the programs of the SF FSITF are working on. Mr. O'Farrell mentioned that it would be good to give Ms. Dodd a copy of the SF FSITF Strategic plan. 	
<p>5. Discussion on income eligibility limits for federally funded programs.</p>	<p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Ms. Paula Jones had emailed the group to share what happened in Washington State. They changed the upper limit for the Food Stamp Program. Nationally, the upper income limit is 130% of the Federal Poverty Level. Washington State may have made it 200% of the Federal Poverty Level. How were they able to do it? How could they afford to do it? Mr. O'Farrell contacted a resource from the California Food Policy Advocates. When California was drafting AB 433- one of the things the legislation would do was eliminate the resource requirement in California. Currently, people need to pass a very stringent resource test- \$2,000 per family, and if you are over 60, it is \$3,000. California considered doing what Washington did by linking them to categorically eligibility for TANF. The net result was Washington will get more people qualifying for Food Stamps that qualify for a very low value benefit to get \$14/month. California decided to cut out the resource level. Starting from July 2009, but no later than January 2010, they will not ask about resources, such as bank accounts. They will still ask about income, but if someone has more than 	



San Francisco Food Security Task Force

Minutes from November 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>\$2,000 in the bank, s/he will not get disqualified.</p> <ul style="list-style-type: none"> The net result will be that more low-income families would qualify for more Food Stamps. <p>Public Comment: Public comments are incorporated above.</p>	
<p>6. Update on City nutrition programs.</p>	<ul style="list-style-type: none"> Ms. Minix reported on the Bayview Family Resource Center. It opened on April 15th. As of today, 112 families who has participated in the resource center. The food pantry is up and running, and is very active. The pantry opened the first week in September. The number being served is steadily increasing. Initially the first or second week, there was a low turn out, much outreach was done. Now, it has become very popular, and there is an increase of participants, and they need to card people. Participants have been coming from South of Market, Tenderloin, Potrero, Western Edition, and Visitation Valley. The current priority is for 94124, in the Bayview District. The Resource Center is trying to establish an emergency type of food pantry for clients that they serve, or clients that other CBOs serve with emergency food difficult. The Bayview YMCA is being renovated, which is making it a little more difficult. Ms. Jensen reported on a survey, which she completed for the Mayor's study on Hunger and Homelessness. The survey was designed to find out about hunger and homelessness in various cities. The survey, asked what the demand is for emergency food, whether it has changed from the past year, as well as information on the people who are asking for emergency food for the first time. During the Mayor's summit, they reported on the results from the Hunger and Homelessness survey. There will also be a press release. Ms. Jensen also mentioned that they will be doing Food Stamp eligibility outreach. Those who are low income but not in SSI. A targeted mailing will be 	



San Francisco Food Security Task Force

Minutes from November 5, 2008
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>done.</p> <ul style="list-style-type: none"> • Ms. Nowak updated on the SF Food Bank. With the holidays approaching, many media and promotions for various events are beginning. • Two Senior Centers have been cut. The funding for CSFP gives a set amount of money. When the food prices increase, less people can be served. • Ms. Terrell reported that the State is requiring that they must comply with caseload. • Ms. Terrell also mentioned that all partners are in place for the home delivery, and hopefully in 2009 the program will begin. • Additional money was added, and the continuing resolution will be funded until March. • Mr. O'Farrell mentioned that he requested that San Francisco be a pilot, for the Healthy Pilot Program, which gives an incentive for people to buy fruits and vegetables with their Food Stamps. • Ms. LeClair reported that WIC has been over 100% caseload, 200 more as of November 1st. • WIC is preparing staff for the new food package, which will be out in October 2009. • There is also a new Program, Local Vendor Liaison (LVL) Program, which Ms. J. Lee is a part of. One of the current tasks is to get vendors ready with the changes to the new food package. LVLs are visiting the supermarkets, neighborhood stores, and WIC only stores to assist vendors in the transition to the new foods, and to serve as a resource to the vendors. Much time is spent to ensure vendors continue to qualify WIC • Matching Nutrition Education to the Food Package. A new Program called Healthy Habits for Life, where staff will be trained on as well as participate in. Staff will teach and encourage participants on habits such as eating more fresh 	



San Francisco Food Security Task Force

Minutes from November 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>fruits and vegetables, drinking low-fat milk, eating more whole grains.</p> <ul style="list-style-type: none"> • Staff members in San Francisco are involved in what foods will be provided in the food package, education, implementation, etc. • An additional 45,000 people were added in California. Currently there are 1.48 million people participating in WIC in California. • Ms. LeClair also mentioned that there is a grant that will be available for January-June 2009, but, only schools can apply. Ms. LeClair will send out information through San Francisco CNAP (County Nutrition Action Plan). • Mr. Ito reported that the only Food Distribution Agency his Program serves is the United Council on Food in the Bayview. The funding is for salary, but not food. • The program has become larger, and is now called the Mayor's Office of Community Investment • Mr. Ito also informed members that there is an RFP out. ESG –public service grant for any community organization, for anyone serving low to moderate income. From 100,000 to million dollar grants have been given out. Can not provide food. Priorities and instructions are on the website. • Mr. O'Farrell mentioned that there is a spike in demand in Food Stamps. • A lot of work is done on the website. The website is still on track to be up March of 2009. The information has been sent to the translator. After the translations have been completed, they will begin coding. <p>Public Comment: Public comments are incorporated above.</p>	
<p>7.&8. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p>This item was combined in the update of City Nutrition Programs, in item number 6.</p>	



San Francisco Food Security Task Force

Minutes from November 5, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Public Comment	Public Comment: Public comments are incorporated above.	
10. Adjournment	Mr. O'Farrell adjourned the meeting at 3:10 pm. The next meeting will be held on Wednesday, December 3, 2008 from 1:30pm-3:30pm at City Hall in Room 278.	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, December 3, 2008 at 1:30 p.m.-3:30 p.m.
City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Loretta Lee
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole

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2. Approval of Minutes from November 5, 2008. [Discussion Item and Possible Action Item]

3. Discussion on City food policy issues. [Discussion Item and Possible Action Item]

a. Public comment

4. Discussion on San Francisco Food Security Task Force sunset provision 1/31/09. [Discussion Item and Possible Action Item]

a. Public comment

5. Discussion of the standing work groups. [Discussion Item and Possible Action Item]

a. Public comment

6. Update on City nutrition programs. [Discussion Item and Possible Action Item]

a. Public comment

7. Task Force Working Group breakout sessions. [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
- II. *Set next goals*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. *Public comment*

C. Food Stamp Working Group

- I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
- II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- III. *Public comment*

D. Older Adults Working Group

- I. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
- II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- III. *Public comment*

8. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. *Advocacy Working Group*
- B. *Child Nutrition Working Group*
- C. *Food Stamp*
- D. *Older Adults Working Group*
- E. *Public comment*

9. Public Comment

10. Adjournment

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APPROVED

San Francisco Food Security Task Force

Minutes from December 3, 2008

1:30pm-3:30pm, City Hall, Room 278

In Attendance

Task Force Members: Libby Albert, Leo O'Farrell, Lorraine Hanks, Diana Jensen, Magdalene Louie, Tami Minix,
Public: Paula Jones, Joyce Lin-Conrad, Amy Nelson, Zetta Reicker, Meredith Terrell, Teresa Xu

Agenda Topic	Discussion	Action Item
1. Call to Order	1:32 pm by Mr. O'Farrell.	
2. Approval of Minutes from November 5, 2008	Ms. Jensen motioned to approve minutes, which was seconded by Ms. Terrell, and unanimously approved.	
3. Discussion on City food policy issues.	<ul style="list-style-type: none">• There is an increase and intense demand for free and reduced meals as well as other resources.• Mr. O'Farrell met briefly with Supervisor Maxwell who would like to meet with the Task Force to get a report back and dialogue.• When the City Food Policy develops, the issues of the Task Force should be included.• The Task Force should meet with the Supervisor or legislate through the City Food Policy, which would be similar to the Task Force.• Ms. Jones mentioned that it would be helpful for groups that aren't City Employees have leadership roles, and have the Community groups involved and have active voices• Mr. O'Farrell mentioned that Supervisor Maxwell would like to meet with Task Force members next week, before December 18th to come up with a statement, which could be inserted into the City Food Policy.• Ms. Jensen mentioned that if the City will have a group it does not make sense to have two groups.• Ms. Jones would like to broaden the mission of the Task Force to include hunger.• Ms. Jensen suggested communicating to Ms. Catherine Dodd that the Task	<p>Members of the San Francisco Food Security Task Force will meet with Supervisor Maxwell: Wednesday December 10th at 2:00 p.m.</p> <p>Ms. J. Lee will invite Ms. Catherine Dodd to the January San Francisco Food Security Task Force meeting.</p>

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San Francisco Food Security Task Force

Minutes from December 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Force is very interested in being involved in the development of the City's Food Policy plan.</p> <ul style="list-style-type: none"> Mr. O'Farrell stated that Supervisor Maxwell recommended that the Task Force gets a copy of the City Food Policy, review the City Food Policy, and if the Task Force's recommendations and concerns are not there, a statement of the Task Force's concerns needs to be drafted and included. Mr. O'Farrell stated that the Task Force's mission was to coordinate the efforts to reduce hunger. The City Food Policy could possibly mandate the coordination. Members agreed that there is coordination. Ms. Jones believed there should be stronger advocacy. Meeting with Supervisor Maxwell: Wednesday December 10th, 2:00 p.m. at Supervisor Maxwell's office, to discuss the City Food Policy as well as the Sunset Provision. The Task Force will reinvoke Ms. Catherine Dodd to the January meeting. 	
<p>4. Discussion on San Francisco Food Security Task Force sunset provision 1/31/09</p>	<ul style="list-style-type: none"> Mr. O'Farrell believed that the Programs are not coordinated as well as they could be. Ms. Terrell believed that by meeting together, coordination is being achieved. Ms. Terrell also mentioned that various programs are currently beginning to work together. Ms. Jones believed the coordination is there, however, she believes more advocacy needs to happen. Mr. O'Farrell gave the example of the Project Homeless Connect and how each Program worked together in coordination. Ms. Albert believed there should be some sort of mandate requiring that federally funded programs continue to meet on a monthly basis. Ms. Jones mentioned that CBOs should be included and involved. Members agreed. The group wants to go on, but broaden food support for lower income San Franciscans 	



San Francisco Food Security Task Force

Minutes from December 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Ms. Jensen stated that if it is possible, have the CBOs lead. Also, set the group's priority. Ms. Terrell mentioned that we do not have a gap analysis- of all the CBOs and all of the Federal Programs. Ms. Terrell also suggested that more CBOs should be invited to the table. Ms. Louie expressed her concern that there is a lack of resources. She also suggested having agencies rotate to staff the Task Force. Mr. O'Farrell mentioned that this may be something that should be brought up during the meeting with Supervisor Maxwell. Mr. O'Farrell wanted to sum up key points to address during the upcoming meeting with Supervisor Maxwell: CBO leadership, possibly have subcommittees meet, and have the entire group have quarterly meetings (however, Ms. Albert mentioned that each subcommittee would need to be staffed), not name CBOs, include additional CBOs (name a seat for Older Adults, Child Nutrition, etc.), and rotate staffing (remain City Departments) Ms. Jensen suggested that the Task Force prioritize its time to maximize results, which could lead to an increase in advocacy. Ms. Albert mentioned if the group became a working group. Ms. Jones suggested a name change for the Task Force. 	
5. Discussion of the standing work groups.	<ul style="list-style-type: none"> The group agreed to reformat. One suggestion was to bring in other groups such as nutrition and the tenderloin security task force. Mr. O'Farrell asked if the Task Force wants to keep the working groups as is. Ms. Jones mentioned that the groups may need to be rethought. 	
6. Update on City nutrition programs.	<p>Food Stamp Program</p> <p>Mr. O'Farrell gave an updated on the Food Stamp Program:</p> <ul style="list-style-type: none"> Mid-year budget cuts are up and possible push-back. Work continues on the Food Stamp Website, going into design, all the work is being done, and projected to be up March 2009. 	

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San Francisco Food Security Task Force

Minutes from December 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • Food Stamp enrollment is also up • Outbound calls to remind clients of appointments or forms, which need to be submitted • Ms. Terrell mentioned that the waiting list for CSFP is 1,500. <p>Recreation and Park</p> <p>Ms. Hanks gave an update on Recreation and Park:</p> <ul style="list-style-type: none"> • There will be cuts and layoffs. • The union has asked recreation and park staff to take 10 unpaid days to avoid facility closures and layoffs. • Soda free summer was a huge success. All of the soda machines have been pulled out from the sites. <p>Child Nutrition</p> <p>Ms. Albert and Ms. Louie gave an update on Child Nutrition:</p> <ul style="list-style-type: none"> • Ms. Albert introduced a new staff, Ms. Amy Nelson, who will be overseeing the snack program, and work on the walking challenge and soda free summer. • This year had a very good summer lunch program. • Ms. Jones mentioned that Mr. Ed Wilkins will be losing Ms. Loretta Lee, who has accepted another position. • There was an increase in School Breakfast, 20% increase district-wide. • Certain schools are doing better with the program than others. • Unaudited 51.1%, 9,778 children do not have applications on file. • The number of children having school lunch has also increased. • There are also issues with competitive school sales. • Ms. Louie reiterated that the caseload has increased by 200. Ms. Louie also mentioned the upcoming Food Package changes and how there will be a great need for staff and client education. All staff will need to work to educate clients on the changes to the Food Package. 	



San Francisco Food Security Task Force

Minutes from December 3, 2008

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Older Adults</p> <p>Ms. Jensen gave an update on Older Adults:</p> <ul style="list-style-type: none"> • Most of the general fund is from the Office on Aging. • There will be a reduction of services. • Ms. Jones mentioned how the Federal Poverty Guidelines does not apply to San Francisco because the cost of living is so high in San Francisco. 	
<p>7.&8. Task Force Working Group breakout sessions and report back to full Task Force</p>	<p>This item was combined in the update of City Nutrition Programs, in item number 6.</p>	
<p>9. Public Comment</p>	<p>Public Comment: Public comments are incorporated above.</p>	
<p>10. Adjournment</p>	<p>Mr. O'Farrell adjourned the meeting at 3:32 pm.</p> <p>The next meeting will be held on Wednesday, January 7, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, January 7, 2009 at 1:30 p.m.-3:30 p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from December 3, 2008. [Discussion Item and Possible Action Item]

3. Discussion on City food policy issues. [Discussion Item and Possible Action Item]

a. Public comment

4. Discussion on San Francisco Food Security Task Force sunset provision 1/31/09- the extension and tasks to be delivered. [Discussion Item and Possible Action Item]

a. Public comment

5. Update on City nutrition programs. [Discussion Item and Possible Action Item]

a. Public comment

6. Task Force Working Group breakout sessions. [Discussion Item and Possible Action Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

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- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
 - II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
 - III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
 - IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
 - V. *Public comment*
- B. **Child Nutrition Working Group**
 - I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
 - II. *Set next goals*
[Discussion Item and Possible Action Item]
 - III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - IV. *Public comment*
- C. **Food Stamp Working Group**
 - I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- D. **Older Adults Working Group**
 - I. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
 - II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
 - III. *Public comment*
- 7. **Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]**
 - A. *Advocacy Working Group*
 - B. *Child Nutrition Working Group*
 - C. *Food Stamp*
 - D. *Older Adults Working Group*
 - E. *Public comment*
- 8. **Public Comment**
- 9. **Adjournment**

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APPROVED

San Francisco Food Security Task Force

Minutes from January 7, 2009

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Leo O'Farrell, Lorraine Hanks, Diana Jensen, Magdalene Louie, Tami Minix, and Marguerite Nowak, and Janice Lee

Public: Beth Abrams, Catherine Dodd, and Joyce Lin-Conrad

Agenda Topic	Discussion	Action Item
1. Call to Order	1:37 pm by Mr. O'Farrell.	
2. Approval of Minutes from December 3, 2008	Ms. Albert motioned to approve minutes, which was seconded by Ms. Hanks, and unanimously approved.	Ms. Lee will have the approved minutes posted online.
3. Discussion on City food policy issues.	<ul style="list-style-type: none">Mr. O'Farrell gave Ms. Dodd a brief overview of San Francisco Food Security Task Force- Supervisor Maxwell was concerned about the under-utilization of federally funded programs. Also, concerns that less money was coming into the city and the lack of an on-going cohesive network- between and across departments.Mr. O'Farrell inquired about the relevance of the Food Security Task Force with respect to the City Food Policy.Ms. Dodd mentioned that there is a draft executive directive on Food Policy. The executive directive should be out by the end of the month. It should coincide with what comes out of the Rural Urban Roundtable.One piece of the directive: source tracing- where the food San Francisco is coming from- fuel- move towards a more local and sustainable city.Another piece: promoting local gardens and ideas to bring fresh fruits and vegetables to communities. However, it does not state what we are going to do about it. Also, there was the idea of portable Farmers' Markets.Ms. Hanks mentioned that mobile grocer programs exist- Girls 2000 created a food delivery service called "Something Fresh". \$10 for 24 pieces of produce. Every weekend fresh produce is delivered. Ms. Abrams' program (Grupo de la	Ms. Jensen will speak with Ms. Dodd and coordinate with Mr. O'Farrell regarding what should be included in the executive directive.

San Francisco Food Security Task Force

Minutes from January 7, 2009
1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Comida) also provides a similar service.</p> <ul style="list-style-type: none"> • Ms. Nowak discussed how food is sourced, where it would otherwise have gone to landfill, even if the quality is still good. • Ms. Dodd stated that if there were recommendations, which do not cost money this year- such as policy issues that need to occur, it could be insisted that those kinds of data be kept and produced. • Mr. O'Farrell suggested writing in the Task Force's role into the City Food Policy Plan. • Ms. Albert mentioned that there should be a task besides just meeting to cross-pollinate. • Ms. Dodd suggested incorporating the SF Food Security Task Force with the Long Term Care Coordinating Council or using the Council as a model for the SF Food Security Task Force. • Ms. Jensen also mentioned staffing, and how the Long Term Care Coordinating Council is very well staffed. She also mentioned the staffing issue of the SF Food Security Task Force, which is that Nutrition Services has staffed the Task Force since its inception, and asked what the correct answer for that is. • Mr. O'Farrell stated that that is an important issue and added how or if the Task Force should fold in other groups such as the County Nutrition Action Plan, which focuses on the Nutrition aspect of programs. He also mentioned the Tenderloin Hunger Task Force and the Southeast Group. • Ms. Dodd mentioned that she would work on the staffing issue. • Ms. Abrams expressed her concerns about the funding going towards the refurbishment of the Marina Green, during a time when there are many cuts in services. Ms. Abrams strongly believed this is not necessary at this time, but possibly when the economic situation is better. Ms. Dodd answered by stating that the funding for the renovation of Crissy Field and the Marina Green comes from Federal Funding. She also stated that although this is not the way she would like to make money, from a fiscal perspective, the events at Crissy Field, in particular, the Blue Angels generate much revenue for the City in sales and 	



San Francisco Food Security Task Force

Minutes from January 7, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>hotel tax, which will help fund and continue to run programs. Ms. Dodd also mentioned that it will create jobs.</p> <ul style="list-style-type: none"> • Ms. Dodd stated that having the data, presented by Ms. Lin-Contrad, that shows that hunger is increasing is important. • Ms. Jensen expressed her concern that the executive directive will be out before the next meeting. Ms. Jensen will speak with Ms. Dodd and coordinate with Mr. O'Farrell regarding what should be in the executive directive. • Ms. Dodd apprised the group that there is a difference between an executive directive and legislative order. An executive directive leaves when the Mayor leaves office. 	
4. Discussion on San Francisco Food Security Task Force sunset provision 1/31/09	<ul style="list-style-type: none"> • Mr. O'Farrell gave an update on the meeting with Supervisor Maxwell (December 10, 2008). • Mr. O'Farrell mentioned that he spoke with Alice Guidry regarding the reauthorization. • Mr. O'Farrell stated that his understanding was that the Supervisor agreed with the extension of the Task Force, with the express purpose of setting up a framework or structure. Mr. O'Farrell believed that another idea could be to include other groups previously mentioned, who are also working with nutrition and hunger. • Ms. Dodd will try to incorporate the SF Food Security Task Force with the Long Term Care Coordinating Council. 	
5. Update on City nutrition programs.	<ul style="list-style-type: none"> • Ms. Lin-Contrad updated the group on the first draft of the Health Dashboard. • Ms. Lin-Contrad shared the summary of data gathered- 3 months of data captured from the beginning of last fiscal year. • Mr. O'Farrell stated that they hope the data could serve as a tool and influence budgetary and funding decisions. • Mr. O'Farrell also posed the question of how the group could use the data to show the rise in hunger and the need for resources and how this project may continue after Ms. Lin-Contrad's internship ends-how can it be sustained? • Ms. Dodd suggested mandating the report Ms. Lin-Contrad created, so it will 	



San Francisco Food Security Task Force

Minutes from January 7, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>continue.</p> <ul style="list-style-type: none"> Ms. Lin-Conrad elicited ideas from the group on how to communicate more using the one-page summary. Some ideas included: changing the increment value from 300's to 500's; comparing the data for the time-frame reported to that of last year's; illustrate and compare the caseload Programs are funded for with actual numbers served (in the case of the WIC Program, it will show that WIC served over 100% of its allocated caseload for each of 3 months reported); describe how programs like Food Stamps and WIC generate revenue for San Francisco. Ms. Abrams brought to the group's attention that those on SSI do not qualify for Food Stamps, so many of senior citizens will not qualify for the Program. In addition, undocumented immigrants do not qualify for Food Stamps. Ms. Dodd suggested including information on how the cost of living affects the ability for residents to qualify for Food Stamps. Ms. Louie mentioned cost of living also affects eligibility for WIC. Other suggestions included: changing "School Snack" to "Community Snack" for the Food Bank Section, including pounds of food distributed this year vs. last year for all programs; renaming Free and Reduced Meal Programs to Meal Programs. Ms. Abrams stated that she did not see Food Pantries listed on the report summary. Mr. O'Farrell mentioned the importance of getting this information to the members of the board of supervisors, community leaders, etc. use this information to make the case. <p>Ms. Abrams gave information on Grupo de la Comida:</p> <ul style="list-style-type: none"> Started in 1985, in response from the number of refugees that came to San Francisco. Now they also serve immigrants. Rescue twice as much food as what they receive from the Food Bank and fundraise separately, apart from what they receive from the City. 	



San Francisco Food Security Task Force

Minutes from January 7, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Program brings in Food Stamp and WIC representative to the site Ms. Linda Lau, from the San Francisco Department of Aging & Adult Services, will be representing the Older Adults group, during Ms. Jensen's maternity leave, starting February. Ms. Nowak will be leaving her position to continue her studies. Her final Task Force meeting will be in February. Mr. O'Farrell and Ms. Nowak will discuss possible alternates. Mr. O'Farrell mentioned that the website is just about complete and will be up in a couple of months, by the second week of March. 	
6.&7. Task Force Working Group breakout sessions and report back to full Task Force	This item was combined in the update of City Nutrition Programs, in item number 5.	
8. Public Comment	Public Comment: Public comments are incorporated above.	
9. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:31 pm.</p> <p>The next meeting will be held on Wednesday, February 4, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

2009
Wednesday, February 4, 2008 at 1:30 p.m.-3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins

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2. Approval of Minutes from January 7, 2009. [Discussion Item and Possible Action Item]
3. Discussion of the reauthorization of the San Francisco Food Security Task Force.
[Discussion Item and Possible Action Item]

a. Public comment

4. Discussion of San Francisco Food Security Task Force staffing. [Discussion Item and Possible Action Item]

a. Public comment

5. Discussion of request from the US Conference of Mayors for best practices in combating childhood hunger. [Discussion Item and Possible Action Item]

a. Public comment

6. Report on the stimulus package and how it will impact food assistance, by Libby Albert, *Department of Children, Youth, and Families*. [Discussion Item and Possible Action Item]

7. Task Force Working Group breakout sessions. [Discussion Item and Possible Action Item]

Item] (All breakout sessions will be held at City Hall, 1 Dr. Carlton B. Goodlett Place, Rm. 278, San Francisco, CA 94102)

A. Advocacy Working Group

- I. *Update and review legislative priorities and status*
[Discussion Item and Possible Action Item]
- II. *Identify emerging issues and opportunities*
[Discussion Item and Possible Action Item]
- III. *Set an action plan for the next month*
[Discussion Item and Possible Action Item]
- IV. *Set agenda for next meeting*
[Discussion and Possible Action Item]
- V. *Public comment*

B. Child Nutrition Working Group

- I. *Discussion on Child Nutrition Reauthorization*
[Discussion Item and Possible Action Item]
- II. *Set next goals*
[Discussion Item and Possible Action Item]
- III. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- IV. *Public comment*

C. Food Stamp Working Group

- I. *USDA Access and Participation Grant update*
[Discussion Item and Possible Action Item]
- II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- III. *Public comment*

D. Older Adults Working Group

- I. *Next steps for Home Delivered Groceries*
[Discussion Item and Possible Action Item]
- II. *Set agenda for next meeting*
[Discussion Item and Possible Action Item]
- III. *Public comment*

8. Task Force Working Group breakout sessions report back to full Task Force [Discussion Item and Possible Action Item]

- A. *Advocacy Working Group*
- B. *Child Nutrition Working Group*
- C. *Food Stamp*
- D. *Older Adults Working Group*
- E. *Public comment*

9. Public Comment

10. Adjournment

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San Francisco Food Security Task Force

Minutes from February 4, 2009

1:30pm-3:30pm, City Hall, Room 278

SAN FRANCISCO
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Agenda Topic	Discussion	Action Item
1. Call to Order	1:37 p.m. by Ms. Albert.	
2. Approval of Minutes from January 7, 2009	Ms. Nowak motioned to approve minutes, which was seconded by Ms. LeClair, and unanimously approved.	Ms. Lee will have the approved minutes posted.
3. Discussion of the reauthorization of the San Francisco Food Security Task Force.	<ul style="list-style-type: none"> Ms. Albert updated all on the reauthorization of the task force, stating that Legislation passed. Ms. Guidry, Supervisor Maxwell's new Legislative Aide, introduced herself to the task force and offered her assistance to Task Force Members. The group discussed the plan for the Task Force for the upcoming year. Members would like to make more seats available for community-based organizations. Ms. Jones suggested expanding the scope, and looking at different models. She offered to review various models and present to the group her findings at the next meeting. The group agreed that it would be ideal to figure out which model to use. Ms. LeClair mentioned that the CNAP (County Nutrition Action Plan) Program focuses more on nutrition messages (USDA-funded programs) and does not discuss the issue of hunger. Ms. Albert facilitated the discussion of a timeline. Ms. LeClair inquired about the City being a Sanctuary City and whether the Task Force could be written into it, regarding access to healthy foods. Ms. LeClair suggested putting the Task Force work into legislation. Ms. LeClair 	Ms. Jones will review different models and report her findings to the group at the March meeting.

San Francisco Food Security Task Force

Minutes from February 4, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>also suggested putting breast-feeding into the policy, or work the group is doing, because it is a form of feeding.</p> <p>Public Comment: Public comments are incorporated above.</p>	
4. Discussion of San Francisco Food Security Task Force staffing	<ul style="list-style-type: none"> Ms. Jones mentioned that she, Ms. LeClair, and Ms. Albert will discuss possibilities of Environmental Health possibly assisting in the issue. 	
5. Discussion of request from the US Conference of Mayors for best practices in combating childhood hunger.	<p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Ms. Albert mentioned that Ms. Noelle Simmons requested information on best practices. If other programs would like to be considered they may submit information. 	
6. Report on the stimulus package and how it will impact food assistance, by Libby Albert	<p>Public Comment: Public comments are incorporated above.</p> <ul style="list-style-type: none"> Mr. O'Farrell mentioned that the new stimulus package will include additional funding for Food Stamp outreach, WIC (for information systems/to get the systems up to par), and the Food Bank. Ms. Novak mentioned that 300 million was requested, and there will not be funding for CSFP. Ms. Albert also mentioned that a competitive grant has been put in for equipment. 	
7. & 8. Task Force Working Group breakout sessions and report back to full Task Force.	<p>Public Comment: Public comments are incorporated above.</p> <p>Ms. Lin-Conrad updated the group on the Dashboard</p> <ul style="list-style-type: none"> Members reviewed the updated summary handouts and discussed possible ways to further improve upon. Mr. O'Farrell suggested one way of extending the work Ms. Lin-Conrad has done by having the SF Food Security Task Force take on the report (producing 	

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AUG 22 2012

San Francisco Food Security Task Force

Minutes from February 4, 20098

1:30pm-3:30pm, City Hall, Room 278

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Agenda Topic	Discussion	Action Item
	<p>a quarterly report with this information)</p> <ul style="list-style-type: none"> Ms. Jones inquired doing a press release on the report through the Task Force. Mr. O'Farrell suggested crafting the press release information and asked Ms. Guidry if she could publicize it through Supervisor Maxwell's office. Ms. Lin-Conrad asked for input on the title of the report. The group agreed to use the term "Hunger" rather "Food Insecurity" <p>Ms. Albert shared information provided by Ms. Jones regarding current bills, which were recently submitted to Congress.</p> <ul style="list-style-type: none"> Beyond the Soup Kitchen Pilot Program Ms. Jones suggested contacting the City's Lobbyist to express which bills the Task Force is supporting. Members would like to participate in the pilot of activities related to the Leno bill that was recently passed. <p>Ms. Jones gave an update from Mr. Wilkins of the San Francisco Unified School District:</p> <ul style="list-style-type: none"> Mid-year deficit is 1.4 million, and had to make drastic cuts, including positive changes Will still have salad bars but cut back on the variety Looking at the cost of a la carte and whether it is draining the money from the schools. Possibility of reduction or elimination of a la carte. <p>Ms. Albert updated members on Summer Lunch</p> <ul style="list-style-type: none"> There are major cutbacks <p>Ms. Fanks gave an update on Recreation and Park:</p> <p>Recreation and Park will have very deep cuts. 80 recreation staff members.</p> <ul style="list-style-type: none"> Ms. Terrell mentioned that the Food Bank may not be able to use various 	

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San Francisco Food Security Task Force

Minutes from February 4, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>Rec and Park sites to distribute food because there will not be staff available</p> <p>Additional Comments:</p> <ul style="list-style-type: none">• Ms. Albert mentioned that there needs to be a strategic discussion for where food may be distributed.• Ms. Terrell mentioned that she and other members should strategize and collaborate on how to maximize food distribution by combining resources.• Ms. Albert mentioned having youth workers to help with staffing.• Mr. O'Farrell mentioned that there will be funding for youth workers. <p>Ms. Terrell gave an update on the Home Grocery Program.</p> <ul style="list-style-type: none">• Everything in place. Hopefully within a couple of months they will receive funding <p>Mr. O'Farrell gave an update on the Food Stamp Program</p> <ul style="list-style-type: none">• Mentioned that the launch of the SFBenefits website will be up on March 6th.• They will have a soft go-live and start up first with three sites. There may be bugs to work out, but Mr. O'Farrell is confident the rollout will be successful. As the first few sites go up, they will add more. <p>Ms. Rivecca gave an update on St. Anthony's Foundation</p> <ul style="list-style-type: none">• St. Anthony's foundation lost their Executive Director, Father John, who was voted as Head of the Franciscan Friar, to become the President of the Board of Trustees. <p>Ms Novak gave an update on Legislative Priorities</p> <ul style="list-style-type: none">• Ms. Novak shared a Draft of the SF Food Security Task Force Legislative Priorities. She mentioned that if there are comments to submit them to her by Friday, February 6th. Comments submitted after that date should be	

San Francisco Food Security Task Force

Minutes from February 4, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	submitted to Ms. Rivecca of St. Anthony's Foundation. Public Comment: Public comments are incorporated above.	
9. Public Comment	Public Comment: Public comments are incorporated above.	
10. Adjournment	Ms. Albert adjourned the meeting at 3:31 pm. The next meeting will be held on Wednesday, March 4, 2009 from 1:30pm-3:30 p.m. at City Hall in Room 278.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, March 4 - 1:30 p.m.-3:30 p.m.
City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 305 (*this room represents a change in location*)
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins

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2. Approval of Minutes from February 4, 2009. [Discussion Item and Possible Action Item]
3. Discussion on San Francisco's participation in the Healthy Purchase Pilot program, Leo O'Farrell, *Human Service Agency* [Discussion Item and vote]
 - a. Public Comment
4. Presentation on the history and actions of the Food Security Task Force since 2005, by Libby Albert, *Department of Children, Youth, and Families*. [Presentation]
 - a. Public comment
5. Report on the Mayor's Rural Urban Roundtable, by Leo O'Farrell, *Human Service Agency* and Paula Jones, *Department of Public Health*. [Discussion Item and Possible Action Item]
 - a. Public comment
6. Review possible models for institutionalizing the food security task force, by Paula Jones, *Department of Public Health*. [Discussion Item and Possible Action Item]
 - a. Public comment
7. Program updates. [Discussion Item and Possible Action Item]

8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes from March 4, 2009

1:30pm-3:30pm, City Hall, Room 305

In Attendance

Task Force Members: Libby Albert (DCYF), Leo O'Farrell (HSA), Buce Ito (MOCIL), Linda Ise (for WIC), Meredith Terrell (SFFB), Gina Fromer (Bayview YMCA), Linda Lou (DAAS), Zetta Reicker (for SFUSD), Paula Jones (Staff)
Public: Diane Wang, Anne Quintance, Hilary Seligman, Deborah Gallegos, Leah Vaughan, Colleen Kavanagh, Michael Hamm, Akyya Magbery, Greg Knowles, Melody O'Donnell, Chris Geiger, Rhonda Winter, Christopher Cook, Susana Hennessey-Lavery, Dan Schuman, Paula Jones, Meredith Terrell

Agenda Topic	Discussion	Action Item
1. Call to Order	1:30 p.m. by Ms. Albert.	
2. Approval of Minutes from February 4, 2009	Ms. Fromer motioned to approve minutes, which was seconded by Ms. Albert, and unanimously approved.	Ms. Jones will have the approved minutes posted.
3. Discussion of San Francisco's participation in the Healthy Purchase Pilot Program.	<ul style="list-style-type: none">Mr. O'Farrell discussed how the pilot program would function: food stamp participants could use food stamps to purchase fresh produce and then receive bonus money.Public Comment: Ms. Hennessey-Lavery supported the pilot. Mr. Schuman supported the pilot and suggested links to California Grown produce. Mr. Cook supported the pilot and suggested links to farmers markets.Mr. O'Farrell made a motion to form a subcommittee to draft a letter for the BOS to send to the State Department of Health requesting that San Francisco be a pilot county for the Healthy Purchase Pilot Program.Ms. Terrell seconded the motion, and unanimously approved.	Ms. Jones will review different models and report her findings to the group at the March meeting.
4. Presentation on the history and actions of the Food Security Task Force since 2005	<ul style="list-style-type: none">Ms. Albert discussed the history of the Food Security Task Force since 2005, the accomplishments including the publishing of the strategic plans, successful grant application for food stamp outreach, and the Task Force's charge for 2009 to make recommendations on the best way to institutionalize the City's	None

San Francisco Food Security Task Force

Minutes from March 4, 2009
1:30pm-3:30pm, City Hall, Room 305

Agenda Topic	Discussion	Action Item
	<p>efforts around research, coordination, advocacy around hunger and food insecurity.</p> <ul style="list-style-type: none"> Mr. O'Farrell highlighted the leadership of Ms. Quintance, former Chair to the Task Force. <p>Public comment: Ms. Quintance stressed the importance of collaboration that has resulted from the Task Force.</p>	
<p>5. Report on the Mayor's Urban Rural Roundtable by Leo O'Farrell and Paula Jones</p>	<ul style="list-style-type: none"> Mr. O'Farrell discussed that the Mayor has had a strong interest in food issues, and called together this Roundtable to obtain input from all sectors including federal programs, grocery stores, restaurants, and rural food producers on what the City could do to ensure better food for our residents as well as support our regional agriculture. The Food Security Task Force wanted to be a part of the discussion and is now represented on the Roundtable. Recommendations will be delivered to the Mayor in April after the final meeting. <p>Public Comment: There were no public comments.</p>	
<p>6. Review of possible models for institutionalizing the Food Security Task Force by Paula Jones.</p>	<ul style="list-style-type: none"> Ms. Jones reviewed several models for boards, commissions, advisory committees, and food policy councils. Ms. Terrell commented that an official governmental group may become too bureaucratic. She also offered that a yearly score card on food (similar to the Coleman Advocates) might be a way to evaluate progress and publicize issues. Ms. Lau commented that a food committee would need teeth to influence the City. Ms. Albert commented that sectors should be identified as members of the food committee, but not specific organizations. Ms. Fromer said that the FSTF recommendations should be part of the recommendations for the Urban Rural Roundtable. <p>Public Comment: Mr. Geiger supported having many sectors of the food system represented, and thought city departments should be required to attend; Ms. Kavanagh</p>	<p>A subcommittee formed to evaluate the pros/cons of different models for institutionalizing food policy and advocacy.</p>

NOT APPROVED

San Francisco Food Security Task Force

Minutes from March 4, 2009

1:30pm-3:30pm, City Hall, Room 305

Agenda Topic	Discussion	Action Item
7 Program Updates.	<p>commented that the Child Nutrition Forum is a broad group with unified principals – she also commented that city departments should be required to attend but not voting; Ms. Quaintance expressed concern about poverty and food access; Mr. Cook commented that Toronto had included poverty in their work on food system issues; Ms. Winters supported local production and community gardens; Ms. DaSilva commented that businesses should be represented.</p> <p>Mr. O'Farrell distributed the finalized "Food Program Trends" report.</p> <ul style="list-style-type: none">• Members reviewed the handouts <p>Mr. O'Farrell also provided an update for the Food Stamp Program.</p> <p>Ms. Albert provided an update for the Summer Lunch Program.</p> <p>Ms. Reicker provided an update for the School Meals Program. The program's deficit is increasing. She shared that a pilot would be conducted at Balboa High that would combine the main meal with the a la carte program.</p> <p>Ms. Fromer shared that the Bayview YMCA received a grant for District 10 to conduct nutrition and physical activity awareness.</p> <p>Ms. Terrell shared that the Food Bank is finalizing a plan to get more food resources into the community.</p> <p>Ms. Lau commented that DAAS is facing a \$1.2 million cut from the nutrition program and are closing 8 sites.</p> <p>Ms. Cooper commented that Glide is seeing unprecedented growth in all programs especially meals.</p> <p>Ms. Gallegos commented at an article by Julie Guthman from UC Santa could be helpful – the topic is bringing good food to others.</p>	

NOT APPROVED

San Francisco Food Security Task Force

Minutes from March 4, 2009

1:30pm-3:30pm, City Hall, Room 305

Agenda Topic	Discussion	Action Item
9. Public Comment	Public Comment: Public comments are incorporated above.	
10. Adjournment	Mr. O'Farrell adjourned the meeting at 3:31 pm. The next meeting will be held on Wednesday, April 1, 2009 from 1:30pm-3:30 p.m. at City Hall in Room 278.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, April 1 at 1:30 p.m.-3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen

Maria LeClair
Marguerite Nowak
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from March 1, 2009. [Discussion Item and Possible Action Item]

5. Report on the Mayor's Rural Urban Roundtable, by Michael Dimock, Roots of Change.
[Discussion Item and Possible Action Item]

a. Public comment

6. Discussion of pros/cons for different models of institutionalizing the food security task force. [Discussion Item and Possible Action Item]

a. Public comment

03-25-09P04:02 RCVD

7. Program updates. [Discussion Item and Possible Action Item]

8. Public Comment

9. Adjournment

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

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San Francisco Food Security Task Force

Minutes from April 1, 2009

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Leo O'Farrell, Angelina Cahalan, Renske van Staveren, Bruce Ito, Maria Le Clair

DPH Staff to Task Force: Paula Jones

Public: Michael Dimock, Meredith Terrell, Boniface Noranau, Catherine Dodd, Susana Lavery-Hennessey, Dan Schuman, Hilary Seligman, Diane Robinson

Agenda Topic	Discussion	Action Item
1. Call to Order	1:35 pm by Mr. O'Farrell.	
2. Approval of Minutes from March 4, 2009	Mr. Ito motioned to approve minutes, which was seconded by Ms. Albert, and unanimously approved.	Ms. Jones will have the approved minutes posted online.
3. Report on the Mayor's Rural Urban Roundtable by Michael Dimock, Roots of Change	<p>Overview of Roots of Change.</p> <ul style="list-style-type: none"> • Seeks to create a sustainable food system by 2030. • Network of individuals and organizations. • Scale up segments of system currently aligned with sustainability. • Aggregating resources to bring in funding. Works with organizations on grant writing <p>Work of the Urban Rural Roundtable (URR)</p> <ul style="list-style-type: none"> • Worked with governmental agencies to define food system and food shed-ROC has drafted language to define food shed and food shed management plans. • Passed out draft of the SF URR final recommendations - provides the Mayor with 6 recommendations on creating a healthy food shed in SF. Team of 10 policy experts helped develop based on meetings of the Roundtable participants. • Mr. Dimock reviewed the recommendations. A series of goals that would be implanted in city code that defines a series of actions to take. Many people in cities are interested in working on food policy issues but people from rural 	Presentation and discussion.

APPROVED

San Francisco Food Security Task Force

Minutes from April 1, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>areas have been left out. The URR brought the two groups together. We need agriculture as partners in policy-making.</p> <ul style="list-style-type: none"> • Discussion of recommendation 1 from the URR: Develop a citywide food system policy that is integrated into the City and County Charter, General Plan, other relevant planning documents, and municipal code. • Dan Shuman-By imprinting in city policy sends a message that policies are for everyone-not just those with means. Project Open Hand, an organization with means can move the markets so that brown rice for example could be comparably priced to white rice. • Hilary Seligman-what other planning efforts are happening around the state? • MD-Planning happening in Sacramento around making sure urban areas do not impinge on farmland. Fresno doing work around integrating agriculture into residential neighborhoods. These are good entry points for other discussions. ROC will start two more planning processes in LA and Fresno this year and hope to have 5 projects soon. Possibly will also work with San Diego this year. • MD- Process for finalizing the recommendations – the recommendations will be vetted this week. They hope to publish them by end of April/beginning of May. • MD-Mayor is going to DC next week we want him to send the message of adding more funding to Senior Farmer's Market program. Stimulus-admin funding added to Food Stamps-money can be used to purchase EBT machines or get machines for markets that don't have one. Money can also be used for outreach to inform people about the program. If we can get \$500,000 from state we can leverage \$1,000,000 to buy machines, outreach and add value to EBT cards. Counties reluctant because they need the money for workers. If each county in CA gave \$10,000 the program could be rolled out statewide. • Paula Jones-SF does not really need this as we are already on cutting edge. More interested in being a pilot for the Leno legislation. State has been giving machines to farmer's markets in low-income neighborhoods. • Leo O'Farrell-we are trying to raise awareness with our BOS to support our effort to be a pilot county. 	

San Francisco Food Security Task Force

Minutes from April 1, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • LO-does the FSTF want to support the effort around the Senior Farmers Market Nutrition Program (SFMNP)? • Mayor Newsom sent a letter to Secretary Vilsack to support CDFA's request for additional funds for SFMNP in California. • Catherine Dodd-which department will the money come from when all depts. are currently being cut? SF is not investing in any new programs until we get the deficit under control. SF is \$750 million deficit. • MLC-WIC could find \$10,000 in the SF budget but smaller counties would have more difficulty finding the money. • LO-what happens when 'top off' money runs out? • MD-foundations have picked it up. • MD-everyone please go to the ROC website and sign the Declaration for Healthy Food and Agriculture. www.fooddeclaration.org 	
<p>4. Discussion on of pros/cons for different models of institutionalizing FSTF</p>	<ul style="list-style-type: none"> • Meredith Terrell-draft plan for continuing the work of the FSTF • How do we institutionalize the group? We want to make sure to have City Depts., nonprofits, for profits all at the table • Need a clear statement of purpose • MD-five principals from the URR document might be a good way to organize working groups to create synergy between the two groups. • LO-How does Oakland's group work • CD-Let's assign to planning the staffing of the Food Policy Advisory Council that is made up of specific stakeholders/experts to advise on the specified areas. • LO- We need to be aware of the tension between advocacy groups and city depts. • MD-we have planning commissions because we have code to enforce. If you want to change the city you are going to have to create a commission. • CD-SF Food Policy Advisory Council (Mayor has appointees, BOS has appointees, depts. are mandated to be on it, and certain groups are called out) to advise city on food policy issues. You want experts. 	<p>Next meeting-we will flush out the specifics of the food policy council for FSTF to vote on-Paula will put together the information.</p>

APPROVED

San Francisco Food Security Task Force

Minutes from April 1, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • MT-needs to be flexible enough but yet defined. • LO-likes the idea of a Food Policy Advisory Council-institutionalizes it and is not tied to a Mayor or member of BOS. • CD-by having an official city commission there is more accountability, department representation, and expertise • Bruce Ito-watch make up to make sure you get experts on committee. • LO-we want to be a very active, meaningful committee • CD-come up with a list of qualifications for members. • MD-what is the timeline? • LO-by the summer we want to have solidified our direction to give time for a legislative process then there can be a smooth handoff from FSITF to the new group. We want to be in alignment with Mayor's Office and URR. • MD-perhaps this could be part of the announcement with the URR. • PJ-we meet 1x per month. We are at the point of talking about pros/cons of different models. • Next meeting will be 1:30-4:30 to flesh out details 	
5. Program Updates	<ul style="list-style-type: none"> • Online application for Food Stamps has been delayed and scaled back • SFSP meeting with RPD, HA, DCYF, MYEEP, Food Bank to discuss access this summer. • Paula and Libby are working to draft SFs priorities for CNR • Paula-pilot launched at Balboa HS to eliminate the 2-tier lunch program • Paula-SFUSD BOE passed a policy to support SNS • Dan Schuman-can you pass a policy to wrap school meals into the educational system • AC-has three letter for the FSITF to act on • MT-40% increase in TFAP at the Food Bank, will see PSAs and bus signs publicizing pantries 	AC will email letters to FSITF members if there are no objections LO will sign them and send them off

APPROVED

San Francisco Food Security Task Force

Minutes from April 1, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Public Comment	Public Comment: Public comments are incorporated above.	
9. Adjournment	Mr. O'Farrell adjourned the meeting at 3:40 pm. The next meeting will be held on Wednesday, May 6, 2009 from 1:30pm-4:30 pm at City Hall in Room 278. Note longer meeting time.	

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, May 6 at 1:30 p.m.-4:30 p.m. *(note – time has been extended)*

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278

San Francisco, CA 94102

AGENDA

1. Call to Order

Libby Albert
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen/Linda Lau

Maria LeClair
Renske van Staveren
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins

2. Approval of Minutes from April 1, 2009. [Discussion Item and Possible Action Item]
a. Public comment

3. Discussion regarding institutionalizing the work of the Food Security Task Force.
[Discussion Item and Possible Action Item]

a. Public comment

04-29-09AUG15 RCYD

4. Program updates. [Discussion Item and Possible Action Item]
a. Public comment

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5. Public Comment

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6. Adjournment

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San Francisco Food Security Task Force

Minutes May 6, 2009

1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Libby Albert, Leo O'Farrell, Angelina Cahallan, Meredith Terrell, Magdalene Louie, Gina Fromer, Veronica Brown

DPH Staff to Task Force: Paula Jones

Public: Susana Laverly-Hennessey, Dan Schuman, Colleen Rivecco, Christina Goette, Catherine Dodd

Agenda Topic	Discussion	Action Item
1. Call to Order	1:35 pm by Mr. O'Farrell.	
2. Approval of Minutes from April 1, 2009	Minute amended as follows: Item 2 change approval date to March 4; Mayor sent letter to Sec. Vilsak in support of increased funding to the Senior Farmers Market Nutrition Program. Ms. Terrell motioned to approve minutes, which was seconded by Ms. Fromer, and unanimously approved.	Ms. Jones will have the approved minutes posted online.
3. Discussion regarding institutionalizing the work of the Food Security Task Force	<ul style="list-style-type: none"> Paula Jones (PJ)-Reviewed the original ordinance that created the Food Security Task Force to see if we have met the charge Increase coordination, increase participation, decrease hunger Meredith Terrell (MT)-one area we have not really done enough is on advising the Board of Supervisors on funding and policy as it related to food security. PJ-should we only focus on federal food programs or should we focus on hunger and food access as well? Leo O'Farrell (LO)-we have taken action on local issues MT-majority of time and focus has been on federal programs. We have also looked at system issues (senior meals). LO-hunger is not going away. PJ-According to the original ordinance, the definition on food security is broader than what we have been working with. Catherine Dodd (CD) – The Mayor close to releasing executive directive that will require a body to oversee food policy for the City. CJ encouraged the group to think bigger about food policy, but the key component should be hunger. 	Ms. Jones will work with other members of the group to come up with a draft recommendation to discuss and possibly vote

San Francisco Food Security Task Force

Minutes May 6, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • Dan Schuman (DS)-sometimes we need mandates to make us move in the right direction. • PJ-Maybe need nutrition standards for food purchased with City funds. • LO- If the Food Security Task Force became an advisory body to the Mayor's Food Policy Council (on hunger), being part of City government might limit what we could do. • Christina Goette (CG)-All food issues are related directly or indirectly and it is important to have a larger body and incorporate all interests. • Susanna Hennessy-Lavery (SHL) agrees we need to keep this larger in focus. • MT-Advisory body to food policy council on hunger • Angelina Cahallan- Do we have to step back from advocacy work as a task force? • LO-want to keep our relevance. • PJ-took group through her framework for deciding what form the future food security task force should take. • Veronica Brown-SNAP (food stamps) is only a supplement and therefore feels the group should have a broader focus. • Focus of group-Both • Review and propose policy-yes • Research on needs (Paula please fill in the blanks) • 1. Focus of the group (Both food security/hunger and food systems) • 2. Purpose of the group (review and propose policy (yes); research on needs, services, problems (yes), facilitate coordination on programs and policy (yes); issue reports (yes), advocacy (yes). Issue annual report was added to this list. • 3. Officially recognized by the City and County of San Francisco (Yes) • 4. Composition and number of people involved (this issue was not resolved, however a consumer was added to the list) • 5. Selection Process: the group felt that members should possess specific skills and that there should be an application process. • 6. Structure of the group: (voting members (yes) including city departments; subcommittees (yes), and the frequency of meetings should be monthly. 	

San Francisco Food Security Task Force

Minutes May 6, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
4. Program Updates	<ul style="list-style-type: none"> 7. Decision making process: majority rules 8. Duration of the subcommittees/working groups (should last as long as the problem to be solved) 9. Duration of the members' terms (the group felt that there should not be term limits) 10. What is the body charged with: (the group felt that the Task Force should be focused on hunger/health and nutrition. The group also felt that the body should recommend legislative and administrative policies and citywide strategies to the Mayor. Accountability (yes); Coordination of all sectors of the food system (yes); Implementation of at least one policy each year (yes); Collect data, analyze and produce yearly report card (yes). 11. What is the staff charged to do? Support communication of members and involvement of the public (yes); coordinate and convene meetings (yes) MT offered to type up a draft of a proposal for discussion at next month's meeting. 	Paula Jones will check with Supervisor Maxwell's office to see if they have sent the letter and will get a letter to CD for the Mayor's signature.
	<ul style="list-style-type: none"> Resolution to Board for SF to be a pilot site for Healthy Purchase Pilot. Catherine Dodd (CD)-make sure to get a letter from the Mayor to support SF being a pilot site. Leo O'Farrell (LO) – this is what we are hoping this body will do-groundwork for policy change. LO-HSA has a new vendor for the Food Stamp website. Will be launched on May 28th. CD-Do we want to do an event at one of the satellite sites to announce the website? LO-Demand for Food Stamps has increased. Staff is working harder-caseloads up. Arriba Juntos and Children's Council will be the first two satellite sites. This could help alleviate the demand at the office. It could also increase participation and caseloads. Meredith Terrell (MT) - we want to make sure people know about Food Stamps and should not let the increased workload hold us back. 	

San Francisco Food Security Task Force

Minutes May 6, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> • LO-perhaps we should do a soft launch • Paula Jones (PJ)-makes sense to do a soft launch to make sure all systems are in place and then do a bigger launch after the bugs have been worked out of the system. • LO-people will actually be able to get a dollar amount of what they will qualify for. We have seen an increase in Food Stamp applications from Acorn (free tax service) • Gina Fromer (GF)-Are we just down to 3 satellite sites? • LO-we are committed to meeting the launch date. I understand the frustration. • GF-Could you explain the accountability around getting the sites online • LO-after the soft launch we will roll it out in layers. • MT-we can all get together and put pressure and get resources • CD-isn't it true that any CBO could go online to help clients? • LO-will be available to those limited to the login numbers-but not opposed to having it available to general public • CD-perhaps after the soft launch roll it out more widely • GF-what company does the system now? • LO-NWN Corporation • CD-will it alert people about other programs? • LO-has been scaled back. People will be given links to sign up for some other programs. 22 million in fed. stimulus funding coming to C.A. May roll out this website across state. • Veronica Brown (USDA) would like to see a demo • Paula Jones (PJ) pilot at Balboa to eliminate 2 tier lunch system has increased participation by 53%. • Libby Albert (LA) reported on SEED program-youth employment program to support summer lunch and provide education to youth. • Susanna Lavery-Hennessy – suggested that this might work well with the Food Guardians Programs in Bayview 	

San Francisco Food Security Task Force

Minutes May 6, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<ul style="list-style-type: none"> Colleen Rivocco (CR) Hunger Advocacy day on May 20th in Sacramento. Issues will be streamlining access to Food Stamp, issues around child nutrition, May 18th 2-5 training and then charter bus to take a group to Hunger Action Day. Farmer's Market brochure to send to Food Stamp recipients. There are quite a few new farmers' markets in the City. Talk of an every day farmer's market at Yerba Buena. State bill to require all farmers' markets in the state to take food stamps. VB-USDA checking into legal issues around requiring farmer's markets to take food stamps. CR-need to work out kinks in bill CD-If there are legislative issues that you want the City to weigh in on there is a lobbyist in DC and Sacramento. Department representatives can make recommendations to their Dept. Heads. 	
5. Public Comment	Public Comment: Public comments are incorporated above.	
6. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:40 pm.</p> <p>The next meeting will be held on Wednesday, June 3, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	



San Francisco Food Security Task Force

Minutes June 3, 2009

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1:30pm-3:30pm, City Hall, Room 278

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In Attendance

Task Force Members: Leo O'Farrell, Zetta Reicker, Maria LeClair, Renske Van Staveren, Libby Albert**DPH Staff to Task Force:** Paula Jones**Public:** Alice Guidry (Supervisor Maxwell's Office), Meridith Terrell, Anne Quaintance

Agenda Topic	Discussion	Action Item
1. Call to Order	1:40 pm by Mr. O'Farrell.	
2. Approval of Minutes from May 6, 2009	Ms. Albert motioned to approve minutes, which was seconded by Mr. O'Farrell and unanimously approved.	Ms. Jones will have the approved minutes posted online.
3. Review of action plan for future work of the Food Security Task Force.	<ul style="list-style-type: none"> RS presented the proposal of the work plan for the future version of the Food Security Task Force. Additions were made by task force members and the public. MT shared how hunger and food insecurity was not adequately prioritized by some city departments citing how food pantries serving low income seniors had been kicked out of city property controlled by the Park and Recreation department. In addition, last year 20 summer lunch sites were located on property controlled by Park and Recreation whereas this year, only 9 summer lunch sites will be located on Park and Recreation sites. MT shared how the process of addressing this problem had been very difficult, and that a member of the Board of Supervisors had to get involved in order to resolve these issues. ML also shared how the WIC program had also experienced similar problems in the past. AQ commented that nutrition is not part of the mission of the Park and Recreation department. She suggested that in the future, the FSTF should go out to other Department's meetings and advocate for nutrition programs and the food needs of San Franciscans. The future FSTF should be a resource for all City Commissions and Advisory Boards. PJ suggested that the task force needs to have a list of all food programs operating on city property, and a review of all city funding for food programs 	Ms. Jones will work with other members of the group to integrate comments into the proposal.

San Francisco Food Security Task Force

Minutes June 3, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>similar to the past Budget Analyst report on federal nutrition programs. This information would allow the FSTF to be more proactive in their policy and advocacy work.</p> <ul style="list-style-type: none"> • The composition of the new FSTF was discussed. It was suggested that SEFA (Southeast Food Access Working Group) and the Tenderloin Hunger Task Force be invited to attend. • It was also suggested that the FSTF should connect with other Bay Area food policy groups like the Oakland Food Policy Council. • Groups that should be involved include: City Agencies - Park and Recreation, Department of Aging and Adult Services, Human Services Agency, Department of Children, Youth and their Families, Department of Public Health, San Francisco Unified School District, WIC; and Community Groups - San Francisco Food Bank, Meals on Wheels, Project Open Hand, St. Anthony's Foundation, Glide, Southeast Food Access Working Group, California Food Policy Advocates, Tenderloin Hunger Task Force, Self Help for the Elderly, On Lok, Single Stop. The following interests need to be represented (seniors, food pantries, dining rooms, and groups with cultural competence). • The new FSTF will be a represented on the new Food Policy Council, as well as a working committee of the Council. • The structure of the United Way's councils was suggested as a model. • LO shared that www.benefits.org was launched and that they have received the first online application for food stamps. The website is being promoted on the website of the California Association of Food Banks. Wu Yee, Arriba Juntos, and Family Services Agency have been trained to be satellite sites and are testing the new website. The Food Stamp Program will hold a demonstration of the new website for community groups on June 17th. This website is successful project stemming from the work of the Food Security Task Force. 	No action needed.
4. Update on the Food Stamp website rollout		

San Francisco Food Security Task Force

Minutes June 3, 2009

1:30pm-3:30pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Program Updates	<ul style="list-style-type: none"> Supervisor Maxwell stopped by to thank Libby Albert for her years of service to the FSIF and for her leadership on nutrition and food system work in San Francisco. Libby has accepted a position with the USDA. MT shared that the Food Bank will be launching a media campaign on TV, radio promoting 4 new pantry sites serving San Franciscans that are in need of food for the first time. LT shared that DCYF won an award from the American Heart Association for their work on the summer lunch. DCYF has enhanced the summer lunch program by partnering with the American Heart Association to teach physical activity, nutrition and the recognition of heart attack and stroke. They have also partnered with the Department of the Environment to add composting and recycling to summer lunch sites, and are also promoting the Soda Free Summer campaign. It was suggested that for the August meeting, Magdelene Louie from the WIC department provide an update on the changes to WIC. <p>Public Comment: Public comments are incorporated above.</p>	
6. Public Comment	Public Comment: Public comments are incorporated above.	
7. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:30 pm.</p> <p>The next meeting will be held on Wednesday, July, 2009 from 1:30pm-3:00 pm at City Hall in Room 278.</p>	

Date		Time		Place		Remarks	
1900	10/1	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/2	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/3	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/4	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/5	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/6	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/7	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/8	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/9	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/10	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/11	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/12	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/13	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/14	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/15	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/16	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/17	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/18	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/19	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/20	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/21	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/22	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/23	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/24	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/25	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/26	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/27	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/28	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/29	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/30	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul
1900	10/31	10:00	11:00	St. Paul	St. Paul	St. Paul	St. Paul

St. Paul, Minn.
 1900



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, July 1 at 1:30 p.m.-3:00 p.m. (*note – time change*)

City Hall

1 Dr. Cariton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

DCYF Representative
Jacqueline Battle
Angelina Cahalan
Gina Fromer
Bruce Ito
Diana Jensen/Linda Lau

Maria LeClair
Renske van Staveren
Leo O'Farrell
Dennis Stewart
Timothy Thole
Ed Wilkins/Zetta Reicker

2. Approval of Minutes from June 3, 2009. [Discussion Item and Possible Action Item]
a. Public comment

3. Review of action plan for future work of the Food Security Task Force. [Discussion Item and Possible Action Item]
a. Public comment

4. Discussion regarding meeting with Supervisor Maxwell. . [Discussion Item and Possible Action Item]
a. Public comment

5. Program updates. [Discussion Item and Possible Action Item]
a. Public comment

6. Public Comment

7. Adjournment

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Adele Destro, Interim Administrator
Sunshine Ordinance Task Force
554-7724

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AUG 22 2012

San Francisco Food Security Task Force

Minutes July 1, 2009

1:30pm-3:00 pm, City Hall, Room 278

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In Attendance

Task Force Members: Leo O'Farrell, Max Rocha, Maria LeClair, Renske van Staveren, Angelina Cahalan, Tammi Minix

DPH Staff to Task Force: Paula Jones

Public:

Agenda Topic	Discussion	Action Item
1. Call to Order	1:39 pm by Mr. O'Farrell.	
2. Approval of Minutes from June 3, 2009	Ms. LeClair motioned to approve minutes, which was seconded by Ms. Van Staveren and unanimously approved.	Ms. Jones will have the approved minutes posted online.
3. Review of action plan for future work of the Food Security Task Force.	<ul style="list-style-type: none"> RS said that one item had been omitted from the final version and asked that "preparing annual report" be added back to the action plan. LO expressed concern about the bandwidth of the task force and mentioned that interns may be able to help with research assistance. He felt that the task force needs to explore this option. ML asked who would staff the task force. RS commented that we need to keep communicating the need. AC commented that St. Anthony's has a strong intern program and that interns can help analyze data and draft reports for the task force. LO mentioned that we also need to measure website hits. PJ will check with DPH webmaster to see if this is possible. LO said that we need to be more modern with communicating – using Twitter and YouTube, for example. To do: LO, RS, AC and PJ will develop an intern job description. It was mentioned that it would be useful to recruit someone with social media experience. MR reviewed the PSTF annual report and asked who the intended audience was? It seemed that the information was useful, and he asked how we had been doing around these issues. The group expressed concern that some of the 	Ms. Jones will work with other members of the group to develop intern position description.

APPROVED**San Francisco Food Security Task Force**

Minutes July 1, 2009

1:30pm-3:00 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
4. Discussion regarding meeting with Supervisor Maxwell	<ul style="list-style-type: none">items mentioned in the report had not been completed and that the task force should review the priorities again in order to focus our work.	
5. Program Updates	<ul style="list-style-type: none">Discussion about this is included in the previous agenda item.TM shared that the need for food was growing. The Bayview YMCA has seen tremendous growth in their food pantry. They have gone from serving 600 families to 3,000 in a matter of a few months...LO shared that applications for food stamps increased 22% since December.100 people applied for food stamps using www.benefitsSF.org.LO discussed a new regulation – AB 433 that would allow the resource limit for families to be waived. The SF food stamp office will implement this starting July 1, 2009. This requires that family planning brochures contain links to TANF.LO gave an update on the metrics for www.benefitsSF.org. They have received 101 applications - ~29% were from CBOs, 38% were received after hours, 66% of applications were initiated by women. 40% of the households have children, 66% speak English, 2% Spanish. SF has 19,000 food stamp cases (non assistance food stamps) and 4,000 are families with children. This figure (cases with children) has doubled. HSA has seen cases grow 25%.MR suggested that DCYT can broadcast the information about www.benefitsSF.org through their regular email blast.LO mentioned that the task force needs to choose a new Vice Chair and that he would like nominations for this by the August meeting.It was suggested that for the August meeting, Magdelene Louie from the WIC department provide an update on the changes to WIC.	No action needed.

San Francisco Food Security Task Force

Minutes July 1, 2009

1:30pm-3:00 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Public Comment	Public Comment: Public comments are incorporated above.	
7. Adjournment	Mr. O'Farrell adjourned the meeting at 3:00 pm. The next meeting will be held on Wednesday, August 5 2009 from 1:30pm-3:30 pm at City Hall in Room 278.	

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, August 5 at 1:30 p.m.-3:30 p.m.
City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order
DCYF Representative Maria LeClair
Jacqueline Battle Renske van Staveren
Angelina Cahalan Leo O'Farrell
Gina Fromer Dennis Stewart
Bruce Ito Timothy Thole
Diana Jensen/Linda Lau Ed Wilkins/Zetta Reicker
2. Approval of Minutes from July 1, 2009. [Discussion Item and Possible Action Item]
a. Public comment
3. Presentation by SF Department of Public Health – WIC program: WIC package updates by Magdelene Louie (SFDPH WIC) [Discussion Item and Possible Action Item]
4. Update on the meeting with Supervisor Maxwell. [Discussion Item and Possible Action Item]
a. Public comment
5. Review of proposal for hearing on school food [Discussion Item and Possible Action Item]
a. Public comment
6. Review of proposal for study on city sponsored food purchases, food programs, and food programs on city property. [Discussion Item and Possible Action Item]
a. Public comment
7. Discussion regarding new Vice Chair and Food Policy Council [Discussion Item and Possible Action Item]
b. Public comment
8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes August 5, 2009

1:30pm-3:00 pm, City Hall, Room 278

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In Attendance:
Task Force Members: Leo O'Farrell, Magadelene Louie, Linda Lau, Angelina Cahalan, Meredith Terrell
DPH Staff to Task Force: Paula Jones
Public: Kathleen Fitzpatrick, Trisha Chakrabarti, Dan Schuman, Catherine Dodd, Jacques Arsenault, Michael Pahr, Cheri Harrington.

Agenda Topic	Discussion	Action Item
1. Call to Order	1:39 pm by Mr. O'Farrell.	
2. Approval of Minutes from July 1, 2009	Ms. Cahalan motioned to approve minutes. The motion was seconded by Mr. O'Farrell, and was unanimously approved.	Ms. Jones will have the approved minutes posted online.
3. Presentation by SF Department of Public Health – WIC program: WIC package updates.	<ul style="list-style-type: none"> Ms. Louie prepared an extensive presentation on the WIC program, providing an overview of the WIC program, the size and scope of the program, and the recent changes to the WIC package. Ms. Louis reported that in San Francisco there is a 70% redemption in the WIC coupons. A significant problem is that there are only 3 approved WIC vendors in the Southeast Sector. 	No action needed.
4. Update on the meeting with Supervisor Maxwell	<ul style="list-style-type: none"> Mr. O'Farrell, Ms. Cahalan and Ms. Jones provided an update on the meeting with Supervisor Maxwell on July. Supervisor Maxwell was interested in hosting a hearing on school meals. She would also like to receive a list of the Food Security Task Force's accomplishments. Finally, she was open to possibly having the Legislative Analyst office conduct a study of city funding for food programs and programs operating on city property. She asked for the Task Force to prepare a proposal for each of these. 	Draft proposals need to be finalized and submitted to Supervisor Maxwell.
5. Review of the proposal for a hearing on school food.	<ul style="list-style-type: none"> Mr. O'Farrell reiterated that Supervisor Maxwell was interested in hosting a hearing on school food in the Fall – possibly September. The Task Force reviewed the proposal and agreed to submit this to Supervisor Maxwell's office. 	The proposal will be submitted.
6. Review of proposal for study on city sponsored food purchases, food	<ul style="list-style-type: none"> The Task Force reviewed the proposal and agreed to submit this to Supervisor Maxwell's office 	The proposal will be submitted.

San Francisco Food Security Task Force

Minutes August 5, 2009

1:30pm-3:00 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
programs, and food programs on city property		
7. Discussion regarding new Vice Chair and Food Policy Council	<ul style="list-style-type: none">The Task Force discussed the Mayor's Food Policy Council and the role of the Task Force in the Council. The Mayor's Food Policy Council has been formed for only one year, and will focus on reviewing the work products resulting from the Executive Directive. Since the Mayor's Food Policy Council is not focused exclusively on hunger and food insecurity, there is still a need for an advisory and advocacy body focused exclusively on these issues.The Task Force also discussed the possibility of reconstituting the current Task Force, defining a new scope of work, and asking Supervisor Maxwell to reauthorize it for two more years. The Task Force agreed to continue the discussion as well as the issue of the Vice Chair at the September meeting.	The item will be on the September agenda.
8. Public Comment	Public Comment: Public comments are incorporated above. Members also provided program updates. Ms. Dodd asked the Task Force to provide her with updated hunger and food insecurity statistics for her upcoming meeting with Speaker Pelosi. Mr. O'Farrell provided updated statistics for www.benefitsf.org ; there were 280 applications – 43% were done after hours. 55% were initiated by a woman and 21% had minors in the household. 73% were from English speakers, 18% from Chinese speakers, and 7% from Spanish speakers. 34% of applicants wanted a phone interview, 53% an in-person interview, and 12% a web cam interview.	The Task Force will develop a memo for Ms. Dodd's meeting with Speaker Pelosi.
7. Adjournment	Mr. O'Farrell adjourned the meeting at 3:00 pm. The next meeting will be held on Wednesday, August 5 2009 from 1:30pm-3:30 pm at City Hall in Room 278.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, September 2, 2009 at 1:30 p.m.-3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

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1. Call to Order
Max Rocha (DCYF)
Jacqueline Battle (Park&Rec)
Angelina Cahalan (St. Anthonys)
Gina Fromer (Bayview YMCA)
Representative from MOCD¹
Diana Jensen/Linda Lau (DAAS)
Maria LeClair (DPH-WIC)
Renske van Staveren (SF Food Bank)
Leo O'Farrell (HAS-Food Stamps)
Dennis Stewart (USDA)
Timothy Thole (USDA)
Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from August 5, 2009. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Discussion of Mayor's Executive Directive 09-03 – Development of nutritional guidelines for food purchases or food programs funded by the City [Discussion Item and Possible Action Item]
4. Discussion to reconstitute the membership of the Food Security Task Force. [Discussion Item and Possible Action Item]
 - a. Public comment
5. Discussion regarding new Vice Chair. [Discussion Item and Possible Action Item]
 - a. Public comment
6. Review of proposal for hearing on school food and review of proposal for study on city sponsored food purchases, food programs, and food programs on city property. [Discussion Item and Possible Action Item]
 - a. Public comment
7. Program updates.[Discussion Item and Possible Action Item]
 - b. Public comment
8. Public Comment

¹ Mayor's Office of Community Development no longer exists.

9. Adjournment

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APPROVED
San Francisco Food Security Task Force

AUG 22 2012

Minutes September 2, 2009

1:30pm-3:30 pm, City Hall, Room 278

SAN FRANCISCO
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Agenda Topic	Discussion	Action Item
1. Call to Order	1:35 pm by Mr. O'Farrell.	
2. Approval of Minutes from August 5, 2009	Ms. Terrell requested to confirm data from the minutes prior to finalizing the minutes. Ms. Fromer motioned to approve minutes with the potential change of one piece of data. The motion was seconded by Mr. O'Farrell, and was unanimously approved.	Ms. Jones will confirm with Ms. Terrell, and revise as needed. Ms. Jones will have the approved minutes posted online.
3. Development of nutritional guidelines for food purchases or food programs funded by the City	<ul style="list-style-type: none"> Ms. Jones led the task force through a discussion to develop recommendations for nutrition guidelines. Detailed notes on the discussion are attached in an addendum to the meeting minutes. 	A. Volunteers to work on proposal: Jean Cooper, Dan Schuman, Linda Lau, Renske van Slaveren, Paula Jones, Kathleen Fitzpatrick B. Draft guidelines and examples (target Oct. 2); feasible and cost C. Discuss/Modify Oct. 7 th FSTF Meeting
4. Discussion to reconstitute the membership of the Food Security Task Force	<ul style="list-style-type: none"> The Task Force discussed the specific city agencies and stakeholder groups that should be represented on the reconstituted Task Force, as well as the need for co-sponsors. Ms. Fromer made motion to develop a proposal for Supervisor Maxwell to reconstitute the Task Force based on the discussion. Ms. Louis seconded the motion. The motion was unanimously approved. 	Proposal will be reviewed and sent to the City Attorney for review.
5. Discussion of the new Vice-Chair	<ul style="list-style-type: none"> Mr. O'Farrell asked that this item be tabled until after the Food Security Task Force has been reconstituted. 	The issue will be revisited after the reconstitution of the Task Force.

APPROVED**San Francisco Food Security Task Force**

Minutes September 2, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Review of proposal for hearing on school food and review of proposal for study on city sponsored food programs.	<ul style="list-style-type: none">The Task Force asked for the proposal for a hearing on school food to be redistributed to members of the Task Force.	Ms. Jones will redistribute proposal.
7. Program Updates	<ul style="list-style-type: none">Mr. O'Farrell discussed the changes to the EBT data processor – and that this transition would occur on September 19th.Ms. Jensen let the Task Force know that she may not be able to stay on the Task Force due to her reduced work schedule.	
8. Public Comment	Public Comment: Public comments are incorporated above.	
9. Adjournment	Mr. O'Farrell adjourned the meeting at 3:30 pm. The next meeting will be held on Wednesday, November 4 th , 2009 from 1:30pm-3:30 pm at City Hall in Room 278.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, October 7, 2009 at 1:30 p.m.-3:30 p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order
 - Max Rocha (DCYF)
 - Chris Boettcher (Park&Rec)
 - Angelina Cahalan (St. Anthonys)
 - Gina Fromer (Bayview YMCA)
 - Representative from MOCD¹*
 - Diana Jensen/Linda Lau (DAAS)
 - Maria LeClair (DPH-WIC)
 - Renske van Staveren (SF Food Bank)
 - Leo O'Farrell (HAS-Food Stamps)
 - Dennis Stewart (USDA)
 - Timothy Thole (USDA)
 - Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from August 5, 2009. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Discussion of draft nutritional guidelines for food purchases or food programs funded by the City [Discussion Item and Possible Action Item]
4. Discussion of proposal to reconstitute the membership of the Food Security Task Force. [Discussion Item and Possible Action Item]
 - a. Public comment
5. Discuss regarding meetings with the Board of Supervisors [Discussion Item and Possible Action Item]
 - a. Public comment
6. Program updates. [Discussion Item and Possible Action Item]
 - a. Public comment
7. Public Comment
8. Adjournment

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San Francisco Food Security Task Force

Minutes October 6, 2009

1:30pm-3:30 pm, City Hall, Room 278

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In Attendance:

Task Force Members: Leo O'Farrell (HSA), Maria LeClair (WIC), Linda Lau (DAAS), Meridith Terrell (SFFB), Max Rocha (DCYF), Gina Fromer (Bayview YMCA), Angelina Cahalan (St. Anthony's Foundation)
DPH Staff to Task Force: Paula Jones

Public: Dan Schuman, Katie Helwig, Chris Geiger, Christine Marfin,

Agenda Topic	Discussion	Action Item
1. Call to Order	1:36 pm by Mr. O'Farrell.	
2. Approval of Minutes from September 2, 2009	The minutes from September 2 nd consisted of a summary document and a supplemental document with the notes from the lengthy discussion on nutrition guidelines. The supplemental notes were missing page 2. Because of this, the approval of the September 2 nd minutes was held until the November 4 th meeting.	Ms. Jones will send the complete minutes to the Task Force, and will add to November agenda.
3. Discussion of draft nutritional guidelines for food purchases or food programs funded by the City	<p>This agenda item was moved later in the meeting to allow for public comment and program updates.</p> <p>Ms. Terrell provided an overview of the nutrition guidelines developed by the subcommittee. She explained that the guidelines were goal oriented rather than overly prescriptive.</p> <p>Ms. Fromer asked if these guidelines were developed by a formal committee of the FSTF. The guidelines were developed by members of the task force (Ms. Lau, Ms. Terrell), as well as regularly attending members of the public (Ms. Schuman and Ms. Cooper). The task force's intern, as well as Ms. Jones, staff to the task force also assisted with the development of the guidelines.</p> <p>It was discussed whether the guidelines apply to CBOs serving both adults and children, and that CBOs serving children under 18 may need to have specific restrictions. Ms. Lau agreed that this point needed to be clarified. Ms. Helwig agreed that there should be population specific addendums – especially children.</p>	<p>Ms. Lau will revise the guidelines. Ms. Terrell will present the guidelines to the Food Policy Council meeting on October 19th. Ms. Terrell and Ms. Jones will modify the guidelines based on the Food Policy Council's input and will bring back to the Food Security Task Force on November 4th.</p>

- Ms. Jones discussed the process to develop these guidelines. The guidelines will be modified based on the discussion at the task force, then they will be presented to the Food Policy Council on October 19th. The guidelines will be modified based on the discussion at the Food Policy Council, and then will the Food Security Task Force during the November. The task force will vote on the revised guidelines at this meeting. The guidelines as well as the result of the task force's vote will be incorporated in to a memo to

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San Francisco Food Security Task Force

Minutes October 6, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
4. Discussion to reconstitute the membership of the Food Security Task Force	<p>the Mayor with recommendations for rolling out these guidelines.</p> <p>Ms. Jones prepared a revised proposal for the new Food Security Task Force outlining the city departments and community stakeholder groups. The task force modified the proposal to include a faith based organization, and the Office of Economic and Workforce Development. They also agreed to add a non-voting member from the business community, and to remove the USDA as a non-voting member. The issue of staffing was raised. Mr. O'Farrell suggested that there could be funding for a staff person through the Jobs Now program. Ms. O'Farrell made a motion to reconstitute the membership of the Food Security Task Force based on the changes made. Ms. Terrell seconded the motion. The motion passes unanimously.</p>	Proposal will be sent to Supervisor Maxwell.
5. Discussion regarding meetings with the Board of Supervisors	The task force discussed the type of district level data that would be helpful during the Supervisor visits including: Non Assistance Food Stamps, pantries, home delivered meals and congregate meals. This agenda item will be discussed again in the November meeting.	Members will send district level data to Ms. Jones
6. Program Updates	<p>This agenda item was moved up and appeared after public comment. Mr. O'Farrell discussed how EBT transactions have transitioned to a new vendor.. The food stamp caseload is now over 20,500 cases. In September, 320 households applied for food stamps via www.BenefitsSF.org. 2/3rds are after hours. The food stamp office is not able to see people as rapidly as they would like, and they are not able to do mass marketing of the website due to their lack of adequate food stamp intake workers. The task force agreed that the food stamp office needs to publicize the website to the community.</p> <p>Ms. Terrell made a motion to draft a letter on behalf of the Food Security Task Force to the Mayor to encourage the City to hire more food stamp workers to meet the demand, and to launch a public awareness campaign to publicize www.BenefitsSF.org and enroll more eligible San Franciscans into the food stamp program. Ms. Promer seconded the motion. The motion was approved unanimously.</p> <p>Ms. Cahalan informed the task force that California has a waiver in order to require quarterly reporting for food stamps. 48 states require reporting on a 6 month basis. This waiver was not granted again by the USDA, and now California requires reporting every 6 months.</p> <p>Ms. LeClair reported that the WIC program added an additional 475 caseloads.</p>	Mr. O'Farrell and Ms. Terrell will develop a letter and send to the Mayor.

San Francisco Food Security Task Force

Minutes October 6, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Public Comment	<p>Chris Geiger from the Department of the Environment informed the task force of the development of a draft procurement ordinance that would guide direct purchases of food by City agencies. The goal is to increase the purchase of sustainably certified food by city departments. The ordinance would ask city vendors to tell city departments where the food comes from, and defines local for specific product categories. It would also set goals for the city's purchase of these type of food projects. There is no requirement for departments to spend more money, but new RFPs would give vendors points for complying with the ordinance. This would apply to contracts of \$10,000 or greater where the city purchases food directly. This would affect dairy, bread and big contracts for the public food service operations. The task force asked to see copies of this ordinance.</p> <p>Ms. Martin informed the task force of her program at Glide Memorial. The task force asked Ms. Martin to forward information to them so that they could benefit from her cooking program.</p>	<p>Ms. Jones will send copies of the ordinance to the members of the task force.</p>
9. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:33 pm.</p> <p>The next meeting will be held on Wednesday, December 2nd, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	<p>Ms. Martin will forward information to Ms. Jones to be sent to the task force.</p>

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, November 4, 2009 at 1:30 p.m.-3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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OCT 29 2009

AGENDA

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1. Call to Order
Max Rocha (DCYF)
Chris Boettcher (Park&Rec)
Angelina Cahalan (St. Anthony's)
Gina Fromer (Bayview YMCA)
Representative from MOCD¹
Diana Jensen/Linda Lau (DAAS)
Maria LeClair (DPH-WIC)
Renske van Staveren (SF Food Bank)
Leo O'Farrell (HAS-Food Stamps)
Dennis Stewart (USDA)
Timothy Thole (USDA)
Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from September 2, 2009 and from October 6, 2009. [Discussion Item and Possible Action Item]
a. Public comment
3. Update on the Food Policy Council meeting – Leo O'Farrell [Discussion Item and Possible Action Item]
a. Public comment
4. Update from Supervisor Maxwell's office on FSTF Proposal [Discussion Item and Possible Action Item]
a. Public comment
5. Presentation of Nutrition Guidelines Proposal – Meridith Terrell. [Discussion Item and Possible Action Item]
a. Public comment
6. Discuss regarding meetings with the Board of Supervisors – timing and data [Discussion Item and Possible Action Item]
a. Public comment
7. Discussion of Food Security Task Force History and Accomplishments – Leo O'Farrell. [Discussion Item and Possible Action Item]
a. Public comment

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8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes November 4, 2009

1:30pm-3:30 pm, City Hall, Room 278

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In Attendance:

Task Force Members: Leo O'Farrell (HSA), Madelyn Lim (WIC), Meredith Terrell (SFFB), Diana Jensen (HSA/Dept. of Aging and Adult Services), Amy Portello-Nelson (DCYF), Tami Minx (Bayview YMCA), Angelina Cahalan (St. Anthony's Foundation) Renske Lynde (S.F. Food Bank)

DPH Staff to Task Force: Gwendolyn Markham (HSA-Food Stamps) Minutes Taking for Paula Jones (DPH)

Public: Ann Quaintance (Meals on Wheels), Jim Illig (Project Open Hand), Sue Trupin (SFGH-RN)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:35 pm by Mr. O'Farrell.	
2. Approval of Minutes from September 2, 2009 and October 6, 2009	Mr. O'Farrell informed members of two sets of minutes to be approved. After review, correction for the October 6, 2009 minutes Item #6 third sentence should read "The food stamp caseload is now " etc.	Angelina Cahalan motioned to approve minutes and the motion was seconded by Renske Lynde and passed by the TF.
3. Update on the Food Policy Council Meeting	Mr. O'Farrell reviewed notes regarding discussion and action during the Food Policy Council's quarterly meeting of October 19, 2009. The discussion included: the advisory role the Council serves for the Mayor's office, nutritional guidelines and vending machines in City workites. Mr. O'Farrell stated he will be calling Westcoast Vending who supply vending machines at 1235 Mission to speak with them about issues in changing vending machine and the cost. He mentioned Chris Geiger (Dept. of Environment) presentation on sustainable guidelines and that the next meeting on December 12, 2009 and it is open to the public. Ms. Quaintance expressed the Council meeting's discussion on the soda issue was very interesting and it was noted that S.F. City College is running a pilot program of non-sugary beverage vending machines.	
4. Update from Supervisor Maxwell's Office on FSTF Proposal	Mr. O'Farrell informed task force members that Alice Guidry of Supervisor Maxwell's office is working on reauthorizing the Task Force and is meeting with the City Attorney November 10, 2009. It is requested members get further information and/or changes, to Ms. Guidry as soon as possible. It was expressed the proposal be "task force driven and community balance input between government and CBO's." Due to the language in the Ordinance's new principal, Ms. Jensen expressed department name change for HSA/Dept. of Aging. There are six city department seats and 7 CBO seats attached to this proposal. A lengthy discussion with interest of the language and flexibility for new membership, and a broader scope in description will be important in the proposal. Members and guest were also concerned with issues to shelters vs. non-shelters, home delivery, pantries, and focus on seniors' free dining. The task force also discussed in length the staffing workload put in place in the Ordinance by DPH for minute	Mr. O'Farrell will meet and work with Ms. Guidry before her next meeting on 11/10/09 with the City Attorney to further discuss the purpose and staffing concerns within the Task Force's 2 year sunset.

San Francisco Food Security Task Force

Minutes November 4, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Presentation of Nutrition Guidelines Proposal - Meridith Terrell	<p>taking and the clerical preparation for the task force meetings. It was expressed by all, that Ms. Paula Jones has done an excellent job in performing this task. Mr. O'Farrell asked members to think about staffing this task in other ways. It was then suggested a job description be written, and review the option of staffing this full-time position from the Department of Administrative Services. Mr. O'Farrell will discuss options with Paula Jones and Ms. Guidry.</p> <p>Ms. Terrell distributed the October 15, 2009 Proposal for Nutrition Guidelines for City Contractors, drafted by a working group of the Food Security Task Force to all present. She reviewed the changes and distribution for task force's nutritional guidelines. She described the guidelines do not include one time events and holidays and added language to involve nutrition assessments and evaluate results. Mr. Illig briefly discussed the Older American's Act and mentioned a certified Dietitian be in the guideline language rather than a technical assistant and discussed covering any recurring guidelines from DPH. Ms. Terrell informed members, shelter meals and food pantries are not under guidelines, but will review with ECS for an action plan for the Food Policy Council. Ms. Portello-Nelson was concerned about the funding to implement guidelines. On this note, Mr. O'Farrell asked – could this be a barrier, with additional cost for assessment and evaluation? Discussion proceeded that Ms. Jones may have had these conversations with other departments or current food programs to provide an assessment tool. But the major concerns were homeless meals and cost. Ms. Quainance suggested the task force get the guidelines passed and seek further information later on.</p> <p>Mr. O'Farrell reviewed program updates . . . He briefly met with Alex from Supervisor Sean Elsbernd Office, District 7 before this meeting who suggested securing calendar appointments with the Supervisors immediately due to the holidays. Mr. O'Farrell suggested a task force sub-committee of volunteers be formed to meet with supervisors or their representative whereby, to inform them of this task force and to become more interested in what's going on in their districts and the City as a whole with regards to hunger especially, when the holidays are upon us. Mr. O'Farrell explained the Non Assistance Food Stamps – August 2009 map configured by John Murray (HSA) which lists active cases within the 11 districts. The map was well received and discussed changing the title to "Hunger", measures; 1) pantries 2) food stamps 3) shelters and 4) children. Ms. Quainance requested if possible, the map list SSI numbers. Further discussion, Mr. Illig suggested the numbers be people – example: enrollments vs. meals served, show people served per month, and show SSI low-income. Ms. Terrell agreed to</p>	<p>Ms. Jones to review Guidelines & Recommendations.</p> <p>A motion was made and passed to support the guidelines provided the concern about homeless shelter meals and funding for the assessment of nutrition programs is addressed</p>
6. Program Updates-Timing & Data		<p>Ms. Lynde is lead for gathering hunger data and coordinating with HSA to update the Hunger map. Ms. Jensen and Ms. Portello-Nelson will pitch in. Ms. Terrell is organizing TF members to call for appointments.</p>

APPROVED**San Francisco Food Security Task Force**

Minutes November 4, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	organize the campaign presentation to meet the Supervisors for the next meeting of the Food Security Task Force, on December 2, 2009. Thank you Ms. Terrell.	
7. Discussion of Food Security Task Force History and Accomplishments - Leo O'Farrell	Mr. O'Farrell informed the task force that Supervisor Maxwell requested a list of Food Security Task Force accomplishments. Mr. O'Farrell reviewed the \$1m Food Stamp Participation Grant and the accomplishments so far.	Ms. Renske to e-mail Ms. Gудry re: District meals and Mr. O'Farrell to inform Ms.Gудry what's forthcoming.
8. Public Comment	Ms. Jensen reported state budget cuts to IHSS and expressed how it will deeply affect the recipients. Although, it was recently learned a Judge, have put the cuts hold.	
9. Adjournment	Mr. O'Farrell adjourned the meeting at 3:12 pm. The next meeting will be held on Wednesday, December 2nd, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.	

with the above-mentioned results.

The results of the above experiments are summarized in Table I.

It is seen from Table I that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table II.

It is seen from Table II that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table III.

It is seen from Table III that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table IV.

It is seen from Table IV that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table V.

It is seen from Table V that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table VI.

It is seen from Table VI that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table VII.

It is seen from Table VII that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

The results of the above experiments are summarized in Table VIII.

It is seen from Table VIII that the rate of polymerization increases with increasing temperature and increasing concentration of the monomer.

San Francisco Food Security Task Force

Minutes December 2, 2009

1:30pm-3:30 pm, City Hall, Room 278

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In Attendance:

Task Force Members: Leo O'Farrell (HSA), Maria LeClair (WIC), Amy Portello-Nelson (DCYF), Gina Fromer (Bayview YMCA), Angelina Cahalan (St. Anthony's Foundation), Renske Lynde (S.F. Food Bank)
DPH Staff to Task Force: Paula Jones (DPH)

Public: Anne Quaintance (Meals on Wheels), Meridith Terrell (SFB), Dan Schuman (Project Open Hand), Sue Trupin (SFGH-RN)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:37 pm by Mr. O'Farrell.	
2. Approval of Minutes from November 4, 2009	Ms. Fromer made a motion to approve the minutes. The motion was seconded by Mr. O'Farrell. Minutes were approved.	Paula Jones will post approved minutes.
3. Update from Sup. Maxwell's office on reauthorizing the FSTF	Ms. Jones informed the group that the reauthorization and restructuring of the Food Security Task Force will require a new ordinance. The issue of staffing was discussed as well as the need to develop a calendar for tracking deadlines. Also, all positions on the taskforce (Chair, Vice Chair, Secretary, Members) should have clearly defined roles and responsibilities.	Ms. Jones will work with Supervisor Maxwell's office to draft the new ordinance.
4. Preparation for meetings with Supervisors	The task force discussed the need for data, talking points, and commitments from task force members to set up meetings with Supervisors. The task force reviewed maps prepared by John Murry from the Human Service Agency. The task force agreed to take responsibility for setting up meetings. Ms. Terrell agreed to track meeting commitments.	A working group agreed to meet separately to discuss the data format, talking points, and to finalize the preparation for the meetings. Ms. Jones will schedule the meeting.
5. Preparation for hearing on school food.	A date has not been scheduled for this hearing. DCYF and DPH agreed that since this item is included in the Mayor's Executive Directive on Healthy and Sustainable Food, they will take the lead in developing a presentation and working with Supervisor Maxwell's office to schedule the hearing.	DCYF and DPH will share responsibility for following up on this item.
6. Program Updates-	Ms. Lynde informed the task force that the SF Food Bank received a grant to do food stamp outreach and will be partnering with Single Stop. She also updated the task force on outreach for the Child Nutrition Reauthorization.	
	Ms. Portello Nelson informed that DCYF will be hiring for the Child Nutrition Coordinator	

San Francisco Food Security Task Force

Minutes December 2, 2009

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>position that has been vacant since Ms. Libby Albert went to the USDA. The position will be in the policy and planning division and will also focus on childcare.</p> <p>Ms. Quaintance updated the group on the Meals on Wheels thanksgiving service – they served 1,200 clients with 400 volunteers.</p> <p>Ms. LeClair informed that the WIC caseload has increased by 475 clients.</p>	
8. Public Comment	<p>Public comments are incorporated into the above.</p>	
9. Adjournment	<p>The meeting was adjourned at 3:17 pm.</p> <p>The next meeting will be held on Wednesday, January 6, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, January 6, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

1. Call to Order
 - Max Rocha (DCYF)
 - Chris Boettcher (Park&Rec)
 - Angelina Cahalan (St. Anthonys)
 - Gina Fromer (Bayview YMCA)
 - Representative from MOCD¹*
 - Linda Lau (DAAS)
 - Maria LeClair (DPH-WIC)
 - Renske van Staveren (SF Food Bank)
 - Leo O'Farrell (HAS-Food Stamps)
 - Dennis Stewart (USDA)
 - Timothy Thole (USDA)
 - Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from December 2, 2009. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Finalize preparation for Supervisor visits [Discussion Item and Possible Action Item]
 - a. Public comment
4. Update on new Ordinance reauthorizing the FSTF [Discussion Item and Possible Action Item]
 - a. Public comment
5. Develop Work Plan for 2010 [Discussion Item and Possible Action Item]
 - a. Public comment
6. Preparation for hearing on school meals. [Discussion Item and Possible Action Item]
 - a. Public comment
7. Program updates [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

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San Francisco Food Security Task Force

Minutes January 6, 2010

1:30pm-3:30 pm, City Hall, Room 278

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PUBLIC LIBRARY**In Attendance:**

Task Force Members: Leo O'Farrell (HSA), Maria LeClair (WIC), Max Rocha (DCYF), Ed Wilkins (SFUSD), Angelina Cahalan, Meridith Terrell (S.F. Food Bank)

DPH Staff to Task Force: Paula Jones (DPH)

Public: Desiree Gallardo (The Fruit Guys), Julie Wasem (Project Open Hand), Deloris McGee (Community Living Campaign), Marie Jobling (Community Living Campaign)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:39 pm by Mr. O'Farrell.	
2. Approval of Minutes from December 2, 2009	Ms. Terrell made a motion to approve the minutes. The motion was seconded by Ms. LeClair. Minutes were unanimously approved.	Ms. Jones will post approved minutes.
3. Finalize preparation for Supervisor Visits	Ms. Jones, Mr. O'Farrell, and HSA analyst John Murray met to discuss the presentation of the data. Mr. Murray suggested that the data is presented according to a theme (children, seniors, etc). Members of the task force were in agreement regarding the way the data would be presented.	Ms. Jones will work with Ms. Terrell to finalize data.
4. Update on new ordinance reauthorizing the FSTF	The ordinance to change the composition of the Food Security Task Force was introduced to the BOS in December, and will be heard in the Rules Committee in January. After that, it will go to the full BOS for approval. In the February meeting, the current FSTF should nominate members to the new Food Security Task Force. Ms. Terrell suggested that having additional structure will help the group function efficiently. Ms. Terrell volunteered to draft roles, responsibilities for positions on the task force. Ms. Jones offered to develop a calendar for deadlines for the task force.	Ms. Terrell will develop draft job descriptions for positions on the FSTF. Ms. Jones will develop a calendar of deadlines.
5. Develop Work Plan for 2010.	The Task Force briefly discussed developing a workplan for 2010. Members discussed developing a calendar of other commission meetings that the FSTF should attend. It was decided that this item should be discussed when the new members of the FSTF have been nominated and conformed by the BOS.	Add this item to February's agenda
6. Preparation for hearing on school meals-	The Child Nutrition Reauthorization process is in its initial stages, and bills are being introduced. Several bills to support more fruits and vegetables in school lunch and more salad bars were introduced. The Task Force discussed sending a letter to our federal elected officials in support of these bills and other issues needed in the CNR. Mr. Wilkins made a motion to send a letter to Speaker Pelosi in support of these bills, and Ms. Terrell seconded the motion.	Ms. Jones will prepare the letters for Mr. O'Farrell to sign.

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San Francisco Food Security Task Force

Minutes January 6, 2010

1:30pm-3:30 pm, City Hall, Room 278

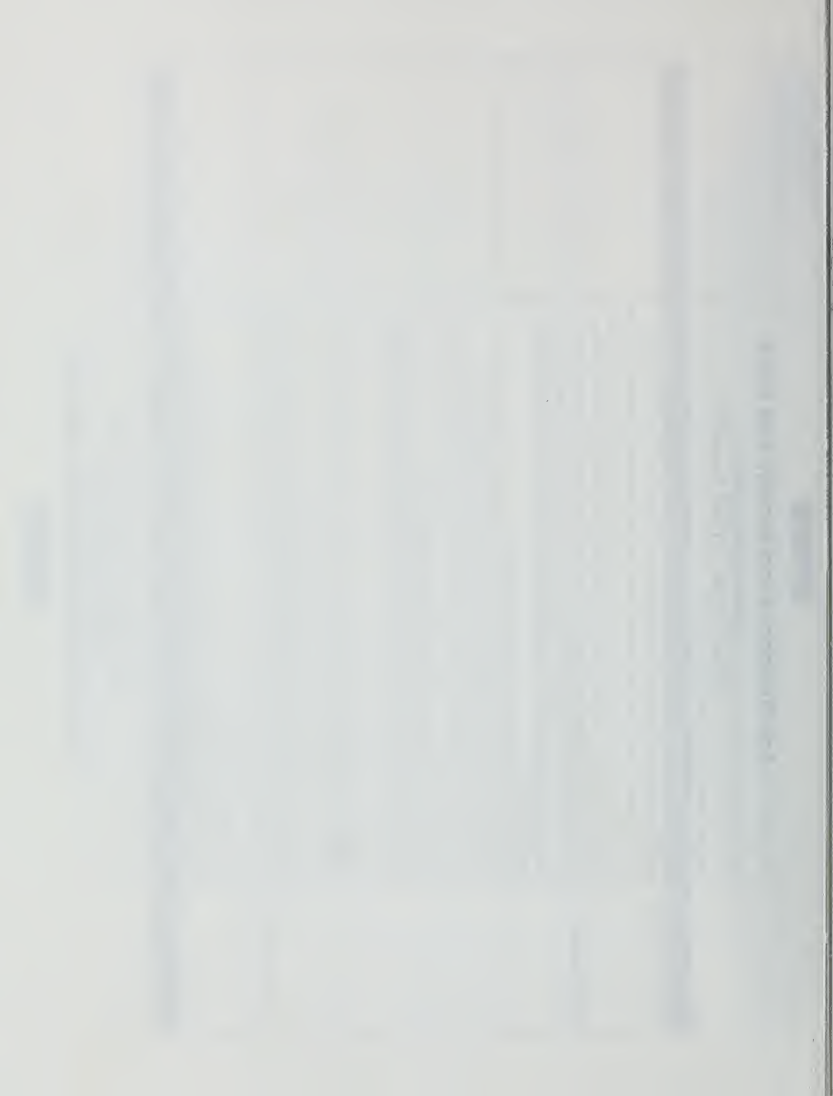
Agenda Topic	Discussion	Action Item
7. Program updates	<p>The motion passed unanimously. Mr. Wilkins made a motion to also send a letter to Senators Boxer and Feinstein in support of these bills, and Ms. Terrell seconded the motion. The motion passed unanimously.</p> <p>Mr. O'Farrell announced that food stamp sales at San Francisco farmers markets were up 84% in 2009. Also, online usage of www.benefitsf.org is approximately 350 per month. Hopefully, next month, quarterly reports and recertification will be electronic.</p> <p>Ms. LeClair announced that the WIC program is now getting referrals from food stamps, and said that the WIC caseload is now 16,375.</p> <p>Ms. Terrell announced that the SF Food Bank has added additional caseload for Commodity Supplemental Food Program and is now serving 11,000 seniors each month. This is up from 9,619. They have seen a 30% increase in demand in program usage.</p> <p>Ms. Cahalan announced that St. Anthony's has not seen an increase in clients to their dining room, but this may be due to the fact that another food program has opened in the neighborhood. The need for Emergency Food Assistance Program and the Brown Bag program has increased from 500 to almost 1,000 clients.</p> <p>Mr. Wilkins announced that the meal application process for school meals went smoothly this year, and the percentage of students qualified for free/reduced lunch is 57%. Participation in the meal programs has increased and SFUSD is serving approximately 6,000 breakfasts and 22,600 lunches. There are approximately 7,000 lunches served through the a la carte program – so every day SFUSD is serving approximately 30,000 lunches. He also shared two priorities of the department – passing the Administrative Review and computerizing the cafeterias by rolling out the new Point of Sale system. They now have 26 sites online and are focusing on middle and high schools initially because of they are prioritizing eliminating a la carte food sales at middle and high schools, and making all food reimbursable. They are hoping to have all POS machines installed by the end of the school year.</p> <p>Ms. McGee shared with the Task Force her work at the OMI Food Network.</p> <p>Ms. Gallardo shared with the Task Force her work at The Fruit Guys.</p>	

APPROVED**San Francisco Food Security Task Force**

Minutes January 6, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
8. Public Comment	Public comments are incorporated into the above.	
9. Adjournment	<p>The meeting was adjourned at 3:17 pm.</p> <p>The next meeting will be held on Wednesday, February 3, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, February 3, 2010 at 1:30 p.m. - 3:30 p.m.

City Hall

1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order
 - Max Rocha (DCYF)
 - Chris Boettcher (Park&Rec)
 - Angelina Cahalan (St. Anthonys)
 - Gina Fromer (Bayview YMCA)
 - Representative from MOCD¹*
 - Linda Lau (DAAS)
 - Maria LeClair (DPIH-WIC)
 - Renske van Staveren (SF Food Bank)
 - Leo O'Farrell (HSA-Food Stamps)
 - Dennis Stewart (USDA)
 - Timothy Thole (USDA)
 - Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from January 6, 2010. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Update on new Ordinance reauthorizing the FSTF [Discussion Item and Possible Action Item]
 - a. Public comment
4. Discussion of roles and responsibilities for new FSTF members and leadership positions [Discussion Item and Possible Action Item]
 - a. Public comment
5. Discussion and nomination of new FSTF members [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion of data for BOS visits [Discussion Item and Possible Action Item]
 - a. Public comment
7. Discussion of topics for next meeting [Discussion Item and Possible Action Item]
 - a. Public comment
8. Program updates [Discussion Item and Possible Action Item]
 - b. Public comment
9. Public Comment
10. Adjournment

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¹ Mayor's Office of Community Development no longer exists.

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San Francisco Food Security Task Force

Minutes February 3, 2010

1:30pm-3:30 pm, City Hall, Room 278

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In Attendance:

Task Force Members: Leo O'Farrell (HSA), Maria LeClair (WIC), Amy Nelson (DCYF), Angelina Cahalan (St. Anthony's),

Meridith Terrell (S.F. Food Bank), Chris Boettcher (Rec and Park), Linda Lau (DAAS), Gina Fromer (Bayview YMCA)

DPH Staff to Task Force: Paula Jones (DPH)

Public: Jean Cooper (Glide), Dan Schuman (Project Open Hand), Margaret Gray (Community Living Campaign), Elizabeth Martin-Craig (Pesticide Watch), Marvin Yee (Rec and Park), Magadelene Louie (WIC), Gail Priestly (St. Anthony's)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:40 pm by Mr. O'Farrell.	
2. Approval of Minutes from January 6, 2009	Ms. Terrell provided a change to the minutes under program updates. Ms. Louie provided a change to the number of WIC recipients to 16,375. Ms. Cahalan made a motion to approve the minutes with these changes. The motion was seconded by Ms. Fromer. Minutes were unanimously approved.	Ms. Jones will post approved minutes.
3. Update on new ordinance reauthorizing the FSTF	Ms. Jones updated the group about the approval of the ordinance reauthorizing the task force and adding additional seats for community based organizations. The ordinance passed at the full Board of Supervisors on February 2, 2010. The ordinance must be signed by the Mayor within 30 days.	None required.
4. Discussion of roles and responsibilities for the new FSTF members and leadership positions	Ms. Terrell presented the draft job descriptions for positions on the FSTF. Mr. O'Farrell suggested that the duration of the term for members should be defined. There was a discussion about how to structure committees, and the need for standing committees. Ms. Priestly suggested that structuring committees by target groups may be beneficial because emerging issues can be quickly addressed. There was a discussion about how to change members if an organization fails to attend meetings. Ms. Fromer made motion that the requirement for task force members to appoint an alternate be a formal part of the Roles and Responsibilities. Ms. Portello Nelson seconded the motion. The motion was unanimously approved.	Ms. Jones will edit the job descriptions/ roles and responsibilities based on the feedback from the task force. Ms. Jones will check with the clerk of the Board to see how members can be changed.
5. New task force members.	The task force nominated the following community based organizations to be members of the newly formed task force: St. Anthony's, SF Food Bank, Bayview YMCA, Meals on Wheels, Glide Memorial, Project Open Hand.	Ms. Jones will send a letter to Supervisor Maxwell with the nominations.
6. Discussion of data for BOS visits	Ms. Jones presented a prototype of the food program data by supervisorial district. A small group offered to assist with finalizing this data.	Ms. Jones will organize a conference call with the group to finalize the information/format.

San Francisco Food Security Task Force

Minutes February 3, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
7. Topics for next meeting	<p>The following topics will be included on the next agenda:</p> <ul style="list-style-type: none"> -Elections, Committees, Meetings to be aware of, Summer Lunch, City Budget 	<p>Ms. Jones will include these items on the next agenda.</p>
8. Program Updates	<p>Ms. O'Farrell updated the group on the food stamp program. Nationally, 1 in 8 Americans are receiving food stamps. The food stamp program has added 4 staff, and are planning to add 10 additional eligibility workers. The food stamp case load is up 35% over 1 year ago. Quarterly reports and eligibility are now online through www.benefitstsf.org.</p> <p>Ms. Cahalan informed the task force that Ms. Priestly will be St. Anthony's representative to the task force, and Ms. Cahalan will be the alternate.</p> <p>Ms. Lau informed the task force that the Mayor's Office has accepted a proposal to generate revenue – through billing medical for a portion of the food program staff time.</p> <p>Ms. Nelson from DCYF informed the task force that the dates for summer lunch will be June 14 – August 6th (beginning 1 week after SFUSD school year ends, and ending one week prior to the beginning of the 2010-2011 school year). The lack of summer school this year will impact summer lunch – possibly taking away potential summer lunch sites. DCYF is working with the real estate department of SFUSD. Last summer there were 4 sponsors of summer lunch in San Francisco – SFUSD, DCYF, Alameda High, and the Boys and Girls Club. DCYF will present their preliminary plans for summer lunch at the March meeting of the Food Security Task Force.</p> <p>Mr. Boetcher informed the task force that Recreation and Parks would like to expand their summer programming.</p> <p>Mr. Terrell informed the task force that the SF Food Bank received a grant to implement the home delivered meals program. They will be working with Self Help for the Elderly and Meals on Wheels to implement the program which will start July 1, 2010. The SF Food Bank is also conducting food stamp outreach.</p>	

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San Francisco Food Security Task Force

Minutes February 3, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Public Comment	Public comments are incorporated in to the above.	
10. Adjournment	The meeting was adjourned at 3:20pm. The next meeting will be held on Wednesday, March 3, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.	

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, March 3, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

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AGENDA

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1. Call to Order
 - Max Rocha (DCYF)
 - Chris Boettcher (Park&Rec)
 - Angelina Cahalan (St. Anthonys)
 - Gina Fromer (Bayview YMCA)
 - Representative from MOCD¹*
 - Linda Lau (DAAS)
 - Maria LeClair (DPH-WIC)
 - Renske van Staveren (SF Food Bank)
 - Leo O'Farrell (HSA-Food Stamps)
 - Dennis Stewart (USDA)
 - Timothy Thole (USDA)
 - Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from February 3, 2010. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Update from DCYF on summer lunch plans for 2010 – presentation of current plans [Discussion Item and Possible Action Item]
 - a. Public comment
4. Review of data for BOS visits [Discussion Item and Possible Action Item]
 - a. Public comment
5. Update on new FSTF membership [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion of possible committees [Discussion Item and Possible Action Item]
 - a. Public comment
7. Update on the city budget and upcoming meetings to be aware of [Discussion Item and Possible Action Item]
 - a. Public comment
8. Topics for next meeting [Discussion Item and Possible Action Item]
 - a. Public comment
9. Program updates [Discussion Item and Possible Action Item]
 - b. Public comment

¹ Mayor's Office of Community Development no longer exists.

10. Public Comment

11. Adjournment

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San Francisco Food Security Task Force

Minutes March 3, 2010

1:30pm-3:30 pm, City Hall, Room 278

In Attendance:

Task Force Members: Leo O'Farrell (HSA), Amy Nelson (DCYF), Angelina Cahalan (St. Anthony's), Meredith Terrell (S.F. Food Bank), Ed Wilkins (SFUSD), Linda Lau (DAAS), Ronnie Scott (Rec and Park)
DPH Staff to Task Force: Paula Jones (DPH)

Public: Jean Cooper (Glide), Dan Schuman (Project Open Hand), Belinda Robinson, Temple UME, Anne Quintance (MOW) Deloris McGee (Community Living Campaign), Mario Yeshida (SF Youth Commission), Desiree Gallardo (The Fruit Guys), Bruce McKinney (Glide Foundation), Max Rocha (DCYF), Nicole Hailey (DCYF intern), Karen Gruneisen (ECS), Alice Guldry (Supervisor Maxwell's Office).

Agenda Topic	Discussion	Action Item
1. Call to Order	1:40 pm by Mr. O'Farrell.	
2. Approval of Minutes from February 3, 2010	Ms. Terrell made a motion to approve the minutes. Mr. Wilkins seconded the motion. The motion was approved unanimously.	Ms. Jones will post approved minutes.
3. Update from DCYF on summer lunch plans for 2010	Ms. Nelson from DCYF gave a presentation on the DCYF summer lunch program to the task force. She provided information about last year's program, and updated the task force on plans for 2010. Since SFUSD's summer school program will be significantly downsized in 2010, DCYF's program will be the main feeding program for San Francisco's youth. Ms. Nelson expressed concern about getting adequate community outreach about the program.	DCYF will keep the Food Security Task Force updated about the summer lunch program. Task force members will help to publicize the summer lunch program.
4. Review of data for BOS visits	Ms. Jones distributed food security and hunger data to the task force. The data has been organized by supervisorial district. Members reviewed the data and were supportive of the new format. Ms. Jones let the task force know that she is working with a colleague at DPH to get updated demographic data and that once she has this, she will incorporate it into the presentations.	Ms. Jones will complete the data. Task force members will set up appointments with BOS members.
5. Update on new PSTF membership	Ms. Jones provided a brief update on the process to add new members to the task force. Ms. Jones sent a letter to Supervisor Maxwell and the clerk of the board listing the nominations to the new task force. The clerk of the board let Ms. Jones know that the openings will be listed publicly for 10 days. The clerk of the board will draft a notice of vacancy and send it to Ms. Jones for her review.	Ms. Jones will review notice of vacancy prior to its posting.

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San Francisco Food Security Task Force

Minutes March 3, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Discussion of possible committees	The task force decided to hold this item until a future meeting.	Ms. Jones will schedule this discussion for a future meeting.
7. Update on city budget and upcoming meetings to be aware of	Members decided that they will update the task force about their visit to commission meetings.	No action needed.
8. Topics for next meeting	Topics will include: DCYF summer lunch update, BOS visits	Ms. Jones will schedule these agenda items.
9. Program updates	Glide Foundation will host a panel discussion on hunger and food security on March 11 from 6:30 pm – 8:00 pm	No action necessary.
10. Adjournment	The meeting was adjourned at 3:20pm. The next meeting will be held on Wednesday, April 7, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.	

San Francisco Food Security Task Force

Minutes April 7, 2010

1:30pm-3:30 pm, City Hall, Room 278

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Agenda Topic	Discussion	Action Item
1. Call to Order	1:35 pm by Ms. Jones.	
2. Approval of Minutes from March 3, 2010	This item was continued to the May 5 th meeting due to lack of quorum.	Ms. Jones will include this agenda item on the May 5 th meeting.
3. Update on FSTF membership	Ms. Jones provided a draft Vacancy Notice for the open seats on the FSTF and a copy of the application procedures and forms. According to the secretary of the Rules Committee, the vacancy notice should be posted in the next few days. Once the notice is posted, members should follow the procedures to apply.	No action.
4. BOS Visits	Ms. Jones distributed updated food security and hunger data to the task force. Some task force members and members of the public are scheduled to meet with Supervisors in the next few weeks.	Members will continue to schedule meetings. Ms. Jones will provide final briefing documents to members.
5. Update on city budget	Mr. Yeshida informed the task force of upcoming budget and finance committee meetings. Members agreed that if they are attending meetings, they will speak on behalf of hunger and food security issues. Mr. Yeshida will provide the task force with meeting information.	Ms. Jones will send meeting information to the task force.
6. Update on summer lunch.	Ms. Dunphy updated the task force on the progress of the summer lunch program. DCYF has received 85 applications from potential sponsors. Park and Rec currently has 4 sites but this number may increase. The following neighborhoods are in need of sponsors: Sunset, Inner and Outer Richmond, Excelsior, Dog Patch, Glen Park, Ingleside, Potrero. DCYF asked task force members and the public for help in recruiting additional sponsors.	Ms. Dunphy will send an electronic copy of the application to Ms. Jones for distribution to the task force.

APPROVED**San Francisco Food Security Task Force**

Minutes April 7, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	The issue of open vs. closed summer lunch sites was discussed. Ms. Quintance suggested that there is a need for closed sites.	
7. Topics for next meeting	Budget updates; FSTF committees	Ms. Jones will include these agenda items on the next agenda.
8. Program Updates	Ms. Quintance updated the task force about the pilot Home Delivered Grocery Program. Through funding from Human Service Agency, 50 people will be served by Meals on Wheels and 50 through Self Help for the Elderly. The idea for the Home Delivered Grocery Program emerged from a FSTF committee meeting several years ago.	No action necessary.
9. Public Comment	Public Comment is incorporated in the items above.	
10. Adjournment	The meeting was adjourned at 2:42 pm. The next meeting will be held on Wednesday, May 5, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, May 5, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall
1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order
Max Rocha (DCYF)
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Representative from MOCD¹
Linda Lau (DAAS)
Maria LeClair (DPH-WIC)
Renske van Staveren (SF Food Bank)
Leo O'Farrell (HSA-Food Stamps)
Dennis Stewart (USDA)
Timothy Thole (USDA)
Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from March 3, 2010 and April 7, 2010. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Report on BOS visits [Discussion Item and Possible Action Item]
 - a. Public comment
4. Update on the city budget and town hall budget meetings [Discussion Item and Possible Action Item]
 - a. Public comment
5. Open seats on the FSTF [Discussion Item and Possible Action Item]
 - a. Public comment
6. Discussion re: committees and annual report [Discussion Item and Possible Action Item]
 - a. Public comment
7. Topics for next meeting [Discussion Item and Possible Action Item]
 - a. Public comment
9. Program updates [Discussion Item and Possible Action Item]
 - b. Public comment
10. Public Comment

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11. Adjournment

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San Francisco Food Security Task Force

Minutes May 5, 2010

1:30pm-3:30 pm, City Hall, Room 278

In Attendance:

Task Force Members: Leo O'Farrell (HAS- Food Stamps), Meridith Terrell (S.F. Food Bank), Gina Fromer (Bayview Hunter's Point YMCA), Maria LeClair (WIC), Linda Lau (DAAS), Gail Priestley (St. Anthony Foundation), Maurita Dunphy (DCYF)

DPH Staff to Task Force: Paula Jones (DPH)

Public: Jean Cooper (Glide), Deloris McGee (Community Living Campaign), Dan Schuman (Project Open Hand), Anne Quaintance (MOWI), Bruce McKinney (Glide Foundation), Hilary Seligman (SFCH), Danielle Boule (intern), Karen Gruneisen (ECS)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:37 pm by Mr. O'Farrell	
2. Approval of Minutes from March 3 rd and April 7 th , 2010	Ms. Fromer made a motion to approve the minutes and Ms. Priestley seconded the motion. The minutes were approved unanimously.	Ms. Jones will post the meeting minutes to the web page.
3. Report of BOS visits	Mr. Schuman met with Supervisor Duffy, who suggested the FSTF meet with candidates running for open seats. He also suggested that we place the maps on the front of the reports. Ms. McGee will be meeting with Supervisor Avalos during the district's community meeting. Initial contact has occurred for Districts 6 & 7, additional outreach (with food program data) will take place in the near future. There will be elections for District 2, 4, 6, and 8; The Task Force discussed having an information session for all candidates.	Members will continue to schedule meetings.
4. Update on City Budget and town hall budget meetings	Money allotted in current budget to hire 14 food stamp eligibility workers, and additional positions are planned. The Senior Tsunami will take place this year through district meetings organized by CASE. They are scheduled for May 12-28 th . Glide reported that their contract with DAAS has been agreed upon. Budget decrease in both hospitality house and cap meals. However the budget for regular meals remained the same. New nutritional requirements are under negotiation. The overall budget (dollar for dollar) is the same as last year, while demand has increased. They are serving 15% more than in 2009; and 30% more meals than in 2008. Meals on Wheels reported that their funding is still under negotiation.	No action items.
5. Open seats on the FSTS	Open seats for Community Based Organization (focused on serving shelters), and Member of the Public (not voting seat). <ul style="list-style-type: none"> Ms. Priestley nominated Karen Gruneisen from Episcopal Community Services to 	Ms. Jones will send a letter to the Clerk of the Board to let them know of these new nominations.

APPROVED

San Francisco Food Security Task Force

Minutes May 5, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>serve as the CBO member representing shelters. Ms. Terrell seconded the motion. The nomination was approved unanimously. ECS operates two of the city's largest shelters, and operate 10 permanent supported housing units, as well as senior centers.</p> <ul style="list-style-type: none"> Ms. Priestley nominated Deloris McGee to represent a member of the public. Ms. Fromer seconded the motion. The nomination was approved unanimously. Ms. McGee works with the Community Living Campaign. <p>Need to identify committees, goals, and report format.</p>	
6. Discussion re: committees and annual report		Ms. Jones to send report examples Ms. Jones will include these agenda items on the next agenda.
7. Topics for next meeting	History of FSTF, annual report, farmers grant market update, identify strategy for informational sessions with BOS candidates	Ms. Jones will include these agenda items on the next agenda.
8. Program Updates	<p>DCYF- summer lunch</p> <ul style="list-style-type: none"> 121 sites are scheduled to host summer lunch – this is up from 112 last year. Meals: 4,700 ordered last year, while this year they are planning to serve 7,500. Snacks: 2k last year, 5k this year <p>DAAAS-</p> <ul style="list-style-type: none"> They have created a barcode system "Go Card" that will track individual level senior participation in order to better understand who is being served, as well as who is not being reached? <p>Public Comment is incorporated in the items above.</p>	No action items.
9. Public Comment		
10. Adjournment	<p>The meeting was adjourned at 3:13 pm.</p> <p>The next meeting will be held on Wednesday, June 2, 2010 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, June 3, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order
Max Rocha (DCYF)
Chris Boettcher (Park&Rec)
Gail Priestley (St. Anthony's)
Gina Fromer (Bayview YMCA)
Representative from MOCD¹
Linda Lau (DAAS)
Maria LeClair (DPH-WIC)
Meridith Terrell (SF Food Bank)
Leo O'Farrell (HSA-Food Stamps)
Dennis Stewart (USDA)
Timothy Thole (USDA)
Ed Wilkins/Zetta Reicker (SFUSD)
2. Approval of Minutes from May 5, 2010. [Discussion Item and Possible Action Item]
a. Public comment
3. Report on BOS visits [Discussion Item and Possible Action Item]
a. Public comment
4. Open seats on the FSTF [Discussion Item and Possible Action Item]
a. Public comment
5. Discussion re: annual report [Discussion Item and Possible Action Item]
a. Public comment
6. Discussion re: hosting presentation for new district candidates [Discussion Item and Possible Action Item]
a. Public comment
7. Update on the city budget, state budget [Discussion Item and Possible Action Item]
a. Public comment
8. Topics for next meeting [Discussion Item and Possible Action Item]
a. Public comment
9. Program updates [Discussion Item and Possible Action Item]
b. Public comment
10. Public Comment

GOVERNMENT
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¹ Mayor's Office of Community Development no longer exists.

11. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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554-7724

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San Francisco Food Security Task Force

AUG 22 2012

Minutes June 2, 2010

1:30pm-3:30 pm, City Hall, Room 278

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Task Force Members: Leo O'Farrell (HAS- Food Stamps), Gail Priestly (St. Anthony's), Zefta Reicker (SFUSD), Deloris McGee (Community Living Campaign), Reneske Lynde (SFFB)
DPH Staff to Task Force: Paula Jones (DPH)

Public: Jean Cooper (Glide), Dan Schuman (Project Open Hand), Anne Quaintance (MOW), Bruce McKinney (Glide Foundation), Karen Gruneisen (ECS), Jenny Huston (Farm to Table Services), Danielle Boule (Intern to Food Security Task Force) Katie Helwig? (Children's Council), Leah (Community Maps)

Agenda Topic	Discussion	Action Item
1. Call to Order	1:31pm by Mr. Leo O'Farrell	
2. Approval of Minutes from May 5th, 2010	Mr. O'Farrell made a motion to approve the minutes. Ms. Lynde seconded the motion. The motion was approved unanimously.	Ms. Jones will have the minutes posted to the FSTF webpage.
3. Report of BOS visits	<p>Ms. Lynde, along with Paul Ash (E.D. of SFFB) met with all of the BOS except Supervisors Maxwell, Alton-Pier and Mirkarimi. Main concern for the supervisors was budget. Tom Jackson of Supervisor Daly's office was very engaged, asked about potential budget cuts. Supervisor Mar, Duffy and Campos were all very engaged.</p> <p>Ms. McGee held community meeting with Supervisor Avalos and food pantry outlets in the OMI. Compared District 10 to Avalos' District 11 to (limited hot food service, low salary). After suggestion from Avalos, the group composed and sent a letter to the Mayor</p> <p>Ms. Jones and Ms. Fromer met Supervisor Maxwell, who felt that a lot of progress had been made on the issue of food hunger and food insecurity. She would like to see maps of where food program are located. She suggested that the FSTF should consider also working to improve food quality and nutrition education, like cooking.</p> <p>Ms. Quaintance suggested that the FSTF should write a letter to BOS summarizing visits, silver tsunamis, adbacks, and budget cuts.</p> <p>Ms. Lynde motioned to prepare letter to BOS on behalf of the FSTF, Mr. O'Farrell seconded the motion. The motion was approved unanimously.</p>	<p>The FSTF will write a letter to the BOS summarizing visits, silver tsunamis, adbacks, and budget cuts. Ms Jones, Ms. Boule and Ms. Quaintance will compose the letter.</p> <p>Ms. Jones will have the new food security and food program data added to the FSTF webpage.</p>

APPROVED

San Francisco Food Security Task Force

Minutes June 2, 2010

1:30pm-3:30 pm, City Hall, Room 278

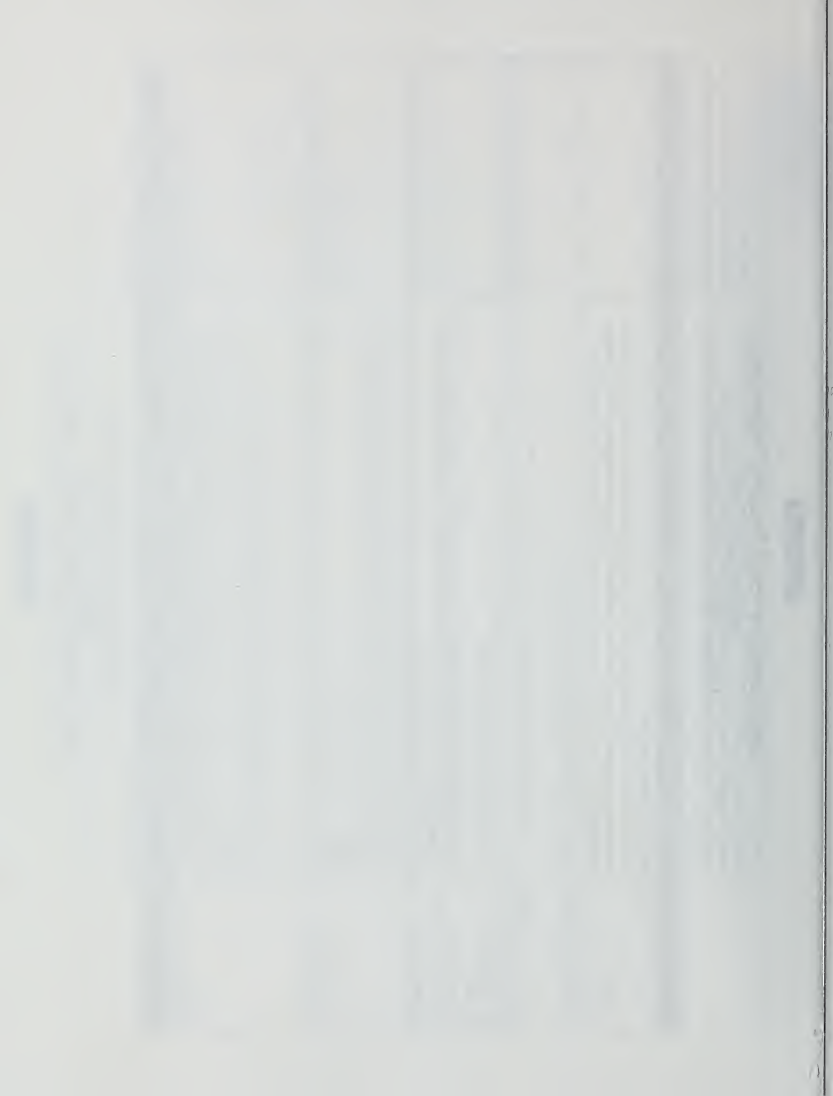
Agenda Topic	Discussion	Action Item
4. Open seats on the FSTS	With the exception of the seat held by Ms. McGee, Ms. Priestley and Ms. Fromer, all seats will have to go through the Rules Committee process on Thursday, June 3 rd . Members that have been nominated will appear before the Rules Committee. This will impact quorum moving forward. Mr. O'Farrell motioned to nominate Ms. Zetta Reicker (SFUSD) as a member of the FSTS. Ms. Lynde seconded the motion. The motion was approved unanimously.	Ms. Jones will forward the nomination to the Clerk of the Board.
5. Discussion re: annual report	FSTS discussed the audience and goals of its annual food security report, and reviewed reports from other states and organizations. Ms. Lynde informed the FSTS about the SF Food Bank's upcoming assessment, Missing Meals. This assessment will be conducted in partnership with Stanford University and will use methodology developed and utilized by other communities.	Ms. Boule to summarize notes and send them to group
6. Discussion re: hosting presentation for new district candidates	Options other than hosting presentation: <ul style="list-style-type: none"> • Send letter and briefing documents to all candidates, inviting them to next meeting • Attend upcoming public forums 	Ms. Jones and Ms. Boule to compose letter to Supervisors.
7. Update on the city budget, state budget	<ul style="list-style-type: none"> • DAAS is cutting \$513,000 from nutrition and cutting CAP meals by half 	Ms. Jones will send link to the Mayor's budget.
8. Topics for next meeting	Farmer's Market Incentive Plan, Committees/Assignments, Roles and Responsibilities of members and offices, Annual Report, review letters/ packet for candidates	
9. Program Updates	St. Anthony's- 9% increase in May, over a year ago. Over the last 6 months, increase in violent incidents. Benefits SF- 2400 food stamp applications. 400 (20%) came in online; people are utilizing the online enrollment option.. 10% attached verifications, 1/2 wanted a phone interview Benefits CalWin- 17 counties use this, the group represents 40% of welfare population, uses Obama stimulus money. The program has been designed and built it. It went live in Santa Clara	Ms. Jones to work with Mr. O'Farrell to write a letter in support of Benefits CalWin keeping Benefits SF as the front end of the website in San Francisco.

San Francisco Food Security Task Force

Minutes June 2, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	and Tulare (pilot counties). Meals on Wheels- in partnership with SFFB, is starting 2 pilot projects on July 14 th . At-home delivery grocery pilot -50 new clients through MOW, 50 current clients for self-help. Funded by DAAS	
10. Public Comment	Public Comment is incorporated in the items above	
11. Adjournment	The meeting was adjourned at 3:33pm The next meeting will be held on Wednesday, July 7th, 2010 from 1:30pm-3:30pm at City Hall in Room 278	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, July 7, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Gina Fromer (Bayview YMCA)	Meridith Terrell (SF Food Bank)
Dan Schuman (Project Open Hand)	Gail Priestley (St. Anthony Foundation)
Jean Cooper (Glide Foundation)	Anne Quaintance (Meals on Wheels)
Leo O'Farrell (Department of Human Services)	Linda Lau (Dept. Aging and Adult Services)
Maria LeClair (DPH – Nutrition Services)	Paula Jones (DPH – Food Systems)
Max Rocha (Dept. Children, Youth and Families)	Deloris McGee (Community Living Campaign)

2. Approval of Minutes from June 2, 2010. [Discussion Item and Possible Action Item]
a. Public comment

3. Briefing on History of Food Security Task Force [Discussion Item and Possible Action Item]
a. Public comment

4. Discussion of roles, responsibilities, leadership positions, and charter for the Food Security Task Force [Discussion Item and Possible Action Item]
a. Public comment

5. Discussion re: annual report [Discussion Item and Possible Action Item]
a. Public comment

6. Discussion regarding USDA Hunger-Free Communities Grant application [Discussion Item and Possible Action Item]
a. Public comment

7. Update on the city budget, state budget [Discussion Item and Possible Action Item]
a. Public comment

8. Topics for next meeting [Discussion Item and Possible Action Item]
a. Public comment

9. Program updates [Discussion Item and Possible Action Item]
b. Public comment

10. Public Comment

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11. Adjournment

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San Francisco Food Security Task Force

Minutes July 7, 2010

1:30 pm-3:30 pm, City Hall, Room 278

AUG 22 2012

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In Attendance:

Task Force Members: Leo O'Farrell (HSA- Food Stamps), Meredith Terrell (S.F. Food Bank), Deloris McGee (Community Living Campaign), Tami Minix (Bayview Hunter's Point YMCA), Gail Priestley (St. Anthony's Foundation), Anne Quaintance (MOW), Maria LeClair (DPH), Max Rocha (DCYF), Linda Lou (DAAS), Jean Cooper (Glide), Dan Schuman (Project Open Hand), Paula Jones (DPH)

Public: Elizabeth Baileau (Food Runners), Danielle Boulé (UC Davis – intern to the FSIF), Dr. Hilary Seligman (UCSF/SFGH); Zetta Reicker (SFUSD)

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Mr. O'Farrell at 1:35pm	
2. Approval of Minutes from June 2nd	Mrs. Quaintance made a motion to approve the minutes. Mr. Schuman seconded the motion. The motion was approved unanimously.	Ms. Jones will post the meeting minutes.
3. Briefing on History of Food Security Task Force	In 2004, Supervisor Maxwell asked the city budget analysts to prepare a study on the utilization of federal nutrition programs. This study documented that numerous federal programs were underutilized in San Francisco. The Food Security Task Force was created through an ordinance by the Board of Supervisors to address this problem. The initial convening of the FSIF was funded by Mazon, the San Francisco Food Bank, and St. Anthony's Foundation. In 2010, the FSIF expanded to cover information on community based food programs as well.	
4. Discussion of roles, responsibilities, leadership positions, and charter for the Food Security Task Force	For the next discussion re: the group's charter, the FSIF will invite the a representative from the City Attorney's office to review the Sunshine Ordinance. Ms. LeClair nominated Ms. Priestley to the Chair. Ms. Quaintance seconded the motion. Ms. LeClair nominated Ms. Quaintance to Vice Chair. Ms. Priestley seconded the motion. Ms. Quaintance nominated Mrs. Terrell to Vice Chair. Ms. Jones seconded the motion. Ms. Quaintance declined the nomination for Vice Chair. The nominations were approved unanimously. The IF agreed to have designated delegates for members, in the chance	Ms. Jones to invite City Attorney's office to next meeting

APPROVED**San Francisco Food Security Task Force**

Minutes July 7, 2010

1:30 pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	that members cannot attend a meeting. Delegates should be defined by task force members.	
5. Discussion re: annual report	The group reviewed the report outline and discussed the potential of creating a companion document to describe the successes and future action plan of the FSIF. Next steps are to collect CBO and publicly funded program data and draft report	Ms. Boulé to collect data and begin drafting the report before the next FSIF meeting in August
6. Discussion re: USDA Hunger-Free Communities Grant application	Potentially partner with California Association of Food Banks and a local CBO focused on seniors. Document what the outcomes would be if a part of the SSI population received food stamps. Ms. Jones motioned to create a grant application. Ms. Lau seconded the motion. The motion was approved unanimously. Members of the group: Ms. Quaintance, Ms. Jones, Ms. Lau, Dr. Hilary Seligman,	Ms. Jones will schedule conference call.
7. Update on the city budget, state budget	\$515k DAAS cut from senior programs was restored Still an impasse with state budget SFUSD- still estimated to be at a significant deficit. Nutritionally, district is moving to "gold standard" of Healthier U.S. benchmark (more green and orange vegetables, more salad bar variety, whole grains, at least one legume per week, more of a food court model—more nutritionally balanced meals). Parents can pre-pay via web.	none
8. Topics for next meeting	1. Annual Report 2. Foster Care 3. USDA Grant Application 4. FSIF Charter-invite City Attorney to discuss	Ms. Jones to draft agenda

San Francisco Food Security Task Force

Minutes July 7, 2010

1:30 pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
9. Program Updates	<p>Nutrition Analysis Project (led by Dr. Hilary Seligman and a UC Berkeley MPH Student): Need to collaborate with the organizations to assess the meals provided. Focus will be on shelters and organizations with food programs that do not have existing nutrition requirements.</p> <p>MOW, SFB, and city pilot program: today, July 7th, was the first day of home delivered groceries</p> <p>Food Stamp Program: has new flyer re: use of food stamps at farmers markets (spend \$10 at select farmers' markets and receive \$5)</p> <p>Many members that operate food programs noted sharp increase in demand in July</p>	<p>Ms. Lau will send Dr. Seligman language for most recent Human Service Agency RFA</p>
10. Public Comment	<p>Ms. Elizabeth Boileau from Food Runners asked about the strategy for report distribution. Since there is a great deal of information that the report will share, it is important to come up with a strong distribution strategy so that a wide audience will receive and read the report. This topic will be discussed in a future meeting.</p> <p>Additional public comment incorporated above.</p>	<p>To be discussed at August meeting</p>
11. Adjournment	<p>Mr. O'Farrell adjourned the meeting at 3:32pm</p>	

THE HISTORY OF THE UNITED STATES

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San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, August 4, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Gina Fromer (Bayview YMCA)	Meridith Terrell (SF Food Bank)
Dan Schuman (Project Open Hand)	Gail Priestley (St. Anthony Foundation)
Jean Cooper (Glide Foundation)	Anne Quaintance (Meals on Wheels)
Leo O'Farrell (Department of Human Services)	Linda Lau (Dept. Aging and Adult Services)
Maria LeClair (DPH – Nutrition Services)	Paula Jones (DPH – Food Systems)
Max Rocha (Dept. Children, Youth and Families)	Deloris McGee (Community Living Campaign)

2. Approval of Minutes from July 7, 2010. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Review of Sunshine Ordinance [Discussion Item and Possible Action Item]
 - a. Public comment
4. Discussion of roles, responsibilities, leadership positions, and charter for the Food Security Task Force [Discussion Item and Possible Action Item]
 - a. Public comment
5. Discussion of collaboration with UCSF/UCB re: nutrition assessment [Discussion Item and Possible Action Item]
 - a. Public comment
6. Update on annual report [Discussion Item and Possible Action Item]
 - a. Public comment
7. Topics for next meeting [Discussion Item and Possible Action Item]
 - a. Public comment
8. Program updates [Discussion Item and Possible Action Item]
 - b. Public comment
9. Public Comment
10. Adjournment

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San Francisco Food Security Task Force

Minutes August 4th, 2010

1:30pm-3:30 pm, City Hall, Room 278

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In Attendance:

Task Force Members: Gina Fromer (Bayview YMCA), Dan Schuman (Project Open Hand), Jean Cooper (Glide Foundation), Leo O'Farrell (Department of Human Services), Magdalene Louie (DPH – Nutrition Services), Max Rocha (Dept. Children, Youth and Families), Meridith Terrell (SF Food Bank), Paula Jones (DPH – Food Systems), Deloris McGee (Community Living Campaign), Jean Cooper (Glide), Dan Schuman (Project Open Hand), Heather Paula Jones (DPH), Linda Lau (DAAS)

Public: Katie Helwig (CCSF), Karen Gruneisen (ECS), Soledad Drago (UC Berkeley Student), Elizabeth Boileau, (Food Runners), Danielle Boulé (UC Davis- Intern to the FSTF), Bruce McKinney (Glide), Dean Clark (District 6), Nancy Hahn (Food Runners)

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Ms. Terrell at 1:34pm	
2. Approval of Minutes from July 7 th	Mr. Schuman motioned to approve the minutes. Ms. Cooper seconded the motion. The motion was approved unanimously.	Ms. Jones will post minutes to FSTF webpage
3. Review of Sunshine Ordinance	The City Attorney's office referred us to the Sunshine Ordinance. The FSTF is considered a "Policy Body," under the ordinance. Under the ordinance, for regular meetings, the task force needs to send agendas 72 hours in advance. See: http://www.sfbos.org/index.aspx?page=5551 for more information on the Sunshine Ordinance	Ms. Jones will send the link to the Sunshine Ordinance to all members of the FSTF.
4. Discussion of roles, responsibilities, leadership positions, and charter for the Food Security Task Force	Each organization can have a named alternate. Members can miss no more than two unexcused absences per year. If an alternate attends in the member's absence, it will not be considered a "missed" meeting. If a member has more than two unexcused absences, the FSTF will meet with the member to discuss the situation. The group brainstormed activities for a workplan. Ms. Terrell documented the items. The following were ideas from the brainstorm: 1. Food stamp vendor analysis, 2. Look into the increased number of meals served in SF (recently newly housed and hungry), 3. Look into homeless population food needs (Food stamp subsidies for shelter meals? Food stamp access among this population), 4. Advocacy for DCYF snack pilot and summer lunch monitoring, 5. Connect with Obama administration to end childhood hunger, 6. School Breakfast, 7. Data Statistics and advocacy for food policy to BOS and appropriate groups, 8. Advocacy/structure of senior nutrition support, 9. Citywide access for food resources for seniors, 10. Nutrition	Ms. Jones to create a charter to review during next month's meeting. Ms. Terrell will retype brainstorm and will categorize ideas.

San Francisco Food Security Task Force

Minutes August 4th, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	analysis of free food, 11. Link between nutrition and chronic disease among different populations, 12. Food security versus nutrition, 13. Assess network capacity of community gardens, 14. Redefine food security in light of nutrition goals (calorie vs. nutrient rich food)	
5. Discussion of collaboration with UCSF/UCB re: nutrition assessment	The Mayor's Executive Directive on Healthy and Sustainable Food required the development of nutritional standards for any food that is funded by the city. Members of the Food Security Task Force developed standards and the task force adopted these last Fall. In collaboration with UCSF and UCB, there will be an analysis of the nutrition of current foods served in free and low cost dining rooms. Ms. Jones motioned to establish a formal collaboration to conduct a nutritional analysis. Ms. Fromer seconded the motion. The motion was approved unanimously.	No action needed
6. Update on annual report	Ms. Boulé requested data from those who still have not submitted it and the group provided input on what indicators to include for senior programs. Members also provided feedback for the "recommendations" section of the report. Ms. Terrell and Mr. Schuman volunteered to review the report in the coming weeks.	Ms. Boulé to continue to collect data and draft report. Ms. Jones to review before next meeting.
7. Topics for next meeting	1. Sunshine ordinance 2. Annual report 3. Prioritize and assign members to the 2010-2011 Workplan	
8. Program Updates	Bayview YMCA: served over 300 kids because there was no summer school. There was a cooking class with the kids two times per week, which was a great success. USDA Hunger Free Communities Grant: The FSTF discovered that CFPA is applying to same grant. Rather than doing one for SF, the FSTF will collaborate with CFPA. Mr. O'Farrell motioned that the FSTF write a letter of support for any organization applying to the grant. Ms. Jones seconded the motion. The motion was approved unanimously. SNAP: has finished its first year with the web application. In July, 600 people applied via the	

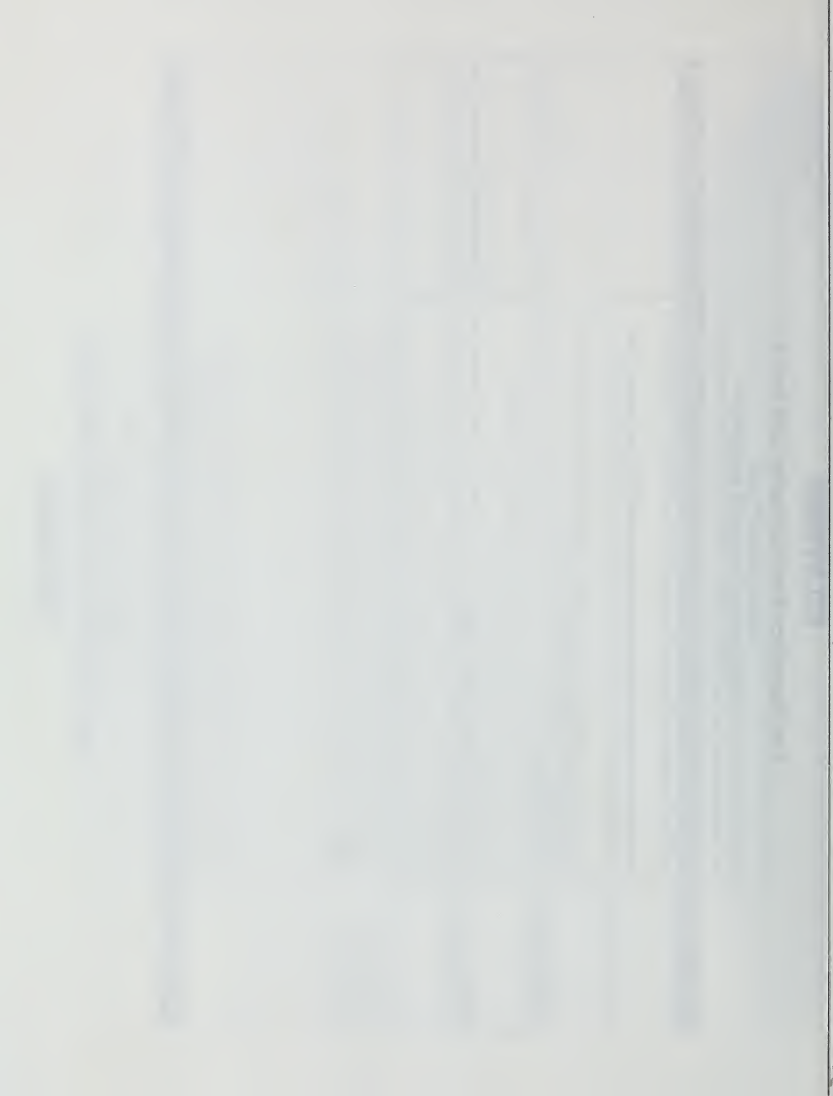
NOT APPROVED

San Francisco Food Security Task Force

Minutes August 4th, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	web. 17 other counties will implement the website. Glide: Began tracking (card swiping) program through the new DAAS tracking system. 400 new seniors came to Glide.	
9. Public Comment	Food Policy Council decided to continue meeting. The council will issue a report this summer on the progress with the Executive Directive Incorporated in the notes above	
10. Adjournment	Ms. Terrell adjourned the meeting at 3:18pm.	





San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, September 1, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Gina Fromer (Bayview YMCA)
Dan Sehuman (Project Open Hand)
Jean Cooper (Glide Foundation)
Leo O'Farrell (Department of Human Services)
Maria LeClair (DPH - Nutrition Services)
Max Rocha (Dept. Children, Youth and Families)

Meridith Terrell (SF Food Bank)
Gail Priestley (St. Anthony Foundation)
Anne Quaintance (Meals on Wheels)
Linda Lau (Dept. Aging and Adult Services)
Paula Jones (DPH - Food Systems)
Deloris McGee (Community Living Campaign)

2. Approval of Minutes from August 4, 2010. [Discussion Item and Possible Action Item]
a. Public comment

3. Review Annual Report and discuss release of report (timing, printing, media) [Discussion Item and Possible Action Item]
a. Public comment

4. Develop work plan - prioritize action items from August 4th meeting [Discussion Item and Possible Action Item]
a. Public comment

5. Topics for next meeting [Discussion Item and Possible Action Item]
a. Public comment

6. Program updates [Discussion Item and Possible Action Item]
a. Public comment

9. Public Comment

10. Adjournment

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San Francisco Food Security Task Force

Minutes September 1, 2010

1:30pm-3:30 pm, City Hall, Room 278

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Task Force Members: Dan Schuman (Project Open Hand), Jean Cooper (Glide Foundation), Leo O'Farrell (Department of Human Services), Magdalene Louie (DPH – Nutrition Services), Maurita Dunphy (Dept. Children, Youth and Families), Meredith Terrell (SF Food Bank), Paula Jones (DPH – Food Systems), Deloris McGee (Community Living Campaign), Linda Lau (DAAS), Anne Quaintance (Meals on Wheels); Gail Priestley (St. Anthony's)

Public: Katie Helwig (CCSF), Karen Gruneisen (ECS), Nancy Hahn, (Food Runners), Danielle Boulé (UC Davis- Intern to the FSIF), Bruce McKinney (Glide), Leah Vaughn (CommunityMaps), Chris Boetcher (Rec and Park), Elizabeth Boileau (Food Runners); Hilary Seligman (UCSF/SFGH)

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Ms. Priestley at 1:34pm	
2. Approval of Minutes August 4th	Ms. Quaintance motioned to approve the minutes. Mr. O'Farrell seconded the motion. The motion was approved unanimously.	Ms. Jones will post minutes to FSIF webpage.
3. Review of Annual Report	The Task Force discussed the status of the report, and a possible title. The working title is "Food Insecurity on the Rise in San Francisco". A draft of the report will be sent to task force member prior to the October meeting, and will be discussed at the meeting. The Task Force discussed the timing for the release of the report. Ms. Quaintance made a motion to release the report on November 15th, and Ms. McGee seconded the motion. The Task Force unanimously agreed to release the report on Nov. 15th. Ms. Jones will get quotes for printing the report and present the quotes at the October meeting. Task Force members will see if their organizations/departments can contribute funds to pay for the printing of the report. Ms. Quaintance, Mr. O'Farrell, and Ms. Dunphy agreed to work on the media for the release of the report.	As noted in the discussion.
4. Develop workplan for the rest of 2010 and 2011.	Ms. Priestley led a discussion to review the activities proposed for the work plan and presented criteria for prioritizing the activities. The criteria included: impact, capacity to take on the project, sustainability of the project, immediacy of the need. Task force members and the public indicated their interest in specific activities.	Ms. Jones will organize notes from the discussion.

APPROVED

San Francisco Food Security Task Force

Minutes September 1, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
5. Topics for next meeting	Ms. Quaintance presented an opportunity to invite faith leaders from the national campaign "Fighting Poverty with Faith" to the next meeting. The Task Force members agreed that this would be a good opportunity to engage additional communities to advocate for food security initiatives.	Ms. Jones will look for a different room to accommodate a larger meeting
6. Program updates	<p>Ms. Priestley will see if CFPA can present on the SSI/Cash Out issue in November.</p> <p>Ms. Seligman updated the Task Force about the nutrition study. They have already interviewed 3 sites.</p> <p>Mr. O'Farrell gave an update on food stamps. 23% of applications are online now. Also, there are now more young adults applying for food stamps (18-24 yrs). 17 other counties will be using the system developed in San Francisco.</p> <p>Ms. Priestley reported that St. Anthony's is serving 8-9% more people than last year. There are now more seniors in their dining rooms and more people at the beginning of the month.</p> <p>Mr. McKinney reported that there is also an increase in seniors eating at Glide.</p> <p>Incorporated in the notes above</p>	None.
7. Public Comment		
8. Adjournment	Ms. Terrell adjourned the meeting at 3:30pm.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, October 6, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 305 (*change in room location*)
San Francisco, CA 94102

AGENDA

1. Call to Order

Gina Fromer (Bayview YMCA)	Meridith Terrell (SF Food Bank)
Dan Schuman (Project Open Hand)	Gail Priestley (St. Anthony Foundation)
Jean Cooper (Glide Foundation)	Anne Quaintance (Meals on Wheels)
Leo O'Farrell (Department of Human Services)	Linda Lau (Dept. Aging and Adult Services)
Maria LeClair (DPH – Nutrition Services)	Paula Jones (DPH – Food Systems)
Max Rocha (Dept. Children, Youth and Families)	Deloris McGee (Community Living Campaign)

2. Approval of Minutes from September 1, 2010. [Discussion Item and Possible Action Item]
a. Public comment

3. Review Annual Report and discuss release of report (timing, printing, media) [Discussion Item and Possible Action Item]
a. Public comment

4. Prioritize work plan and next steps [Discussion Item and Possible Action Item]
a. Public comment

5. Topics for next meeting [Discussion Item and Possible Action Item]
a. Public comment

6. Informational discussion with Faith Community about poverty and hunger [Discussion Item and Possible Action Item]
a. Public comment

7. Public Comment

8. Adjournment

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San Francisco Food Security Task Force

Minutes October 6, 2010

1:30pm-3:30 pm, City Hall, Room 350

In Attendance:

Task Force Members: Dan Schuman (Project Open Hand), Jean Cooper (Glide Foundation), Leo O'Farrell (Department of Human Services), Magdalene Louie (DPH – Nutrition Services), Maurita Dunphy (Dept. Children, Youth and Families), Meredith Terrell (SF Food Bank), Paula Jones (DPH – Food Systems), Deloris McGee (Community Living Campaign), Linda Lau (DAAS), Gail Priestley (St. Anthony's), Gina Fromer (Bayview YMCA)

Public: Kathleen Da Silva (RD Consultant); Tamar Adjoian, Katie Helwig (CCSF), Karen Gruisen (ECS), Nancy Hahn, (Food Runners), Danielle Boulé (UC Davis- Intern to the FSTF), Bruce McKinney (Glide), Leah Vaughn (CommunityMaps), Colleen Kavanagh (Campaign for Better Nutrition), Jessica Trubowitch (JCRC), Michael Pappas (SF Interfaith Council), Megan Rohrer (Welcome/Project Homeless Connect), George Zertucha (USF), George Wesolek (Catholic Archdiocese of SF), Noa Grayevsky (Progressive Jewish Alliance), Khaleel Olabih (Islamic Society of San Francisco), Rita Semel (SF Interfaith Council), Jerilyn Gelf (JCRC), Margee Churcho (JCRC)

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Ms. Priestley at 1:34pm	
2. Approval of Minutes August 4th	Ms. Terrell motioned to approve the minutes. Mr. O'Farrell, seconded the motion. The motion was approved unanimously.	Ms. Jones will post minutes to FSTF webpage.
3. Review of Annual Report	The Task Force discussed the content of the report and the timing to release the report. The task force agreed to provide Ms. Jones with all edits by October 15 th . Ms. Fromer and Ms. Cooper agreed to proof read the report. Ms. Terrell agreed to look for a graphic artist. Mr. O'Farrell, Ms. Dunphy, Ms. Priestley, Mr. Schuman, and Ms. Vaughn agreed to serve on the media committee. Ms. Priestley agreed to set up a conference call to organize the committee. Ms. Jones will send timelines to the group. Ms. Kavanagh committed funds for the printing from Campaign for Better Nutrition.	As noted in the discussion.
4. Commitments for workplan for the rest of 2010 and 2011.	Task force members and the public indicated their interest in specific activities. A list of the projects and members is attached. All project teams will prepare a project statement and workplan by the Nov. 3 rd meeting.	Ms. Jones will organize notes from the discussion.

APPROVED**San Francisco Food Security Task Force**

Minutes October 6, 2010

1:30pm-3:30 pm, City Hall, Room 350

Agenda Topic	Discussion	Action Item
5. Topics for next meeting	The topics for the next meeting will be: Annual Report, SSI/Cash Out, Legislative update including impact of the state budget.	None.
6. Program updates	<p>Ms. Fromer gave an update on the local FEMA Board's decision regarding funding to the emergency grocery network. Ms. Fromer made a motion to send a letter to the FEMA Board asking them to work with local agencies to develop a verification process, and allow sufficient time to change, and Mr. O'Farrell seconded the motion. The motion passed unanimously.</p> <p>Mr. O'Farrell gave an update on food stamps. Ms. Gruneisen gave an update on shelter meals, Ms. Cooper gave an update on Glide's meal program, Ms. Jones provided an update on the school meals program, and Ms. Priestley provided an update on St. Anthony's meal program.</p>	None.
7. Public Comment	Incorporated in the notes above	
8. Adjournment	Ms. Priestley adjourned the meeting at 3:30pm.	



San Francisco Department of Public Health
Mitchell H. Katz, M.D.
Director of Health

FOOD SECURITY TASK FORCE

Wednesday, November 3, 2010 at 1:30 p.m. - 3:30 p.m.
City Hall - 1 Dr. Carlton B. Goodlett Place, Rm. 278
San Francisco, CA 94102

AGENDA

1. Call to Order

Gina Fromer (Bayview YMCA)	Meridith Terrell (SF Food Bank)
Dan Schuman (Project Open Hand)	Gail Priestley (St. Anthony Foundation)
Jean Cooper (Glide Foundation)	Anne Quaintance (Meals on Wheels)
Leo O'Farrell (Department of Human Services)	Linda Lau (Dept. Aging and Adult Services)
Maria LeClair (DPH – Nutrition Services)	Paula Jones (DPH – Food Systems)
Max Rocha (Dept. Children, Youth and Families)	Deloris McGee (Community Living Campaign)

2. Approval of Minutes from October 6, 2010. [Discussion Item and Possible Action Item]
 - a. Public comment
3. Presentation by Jessica Bartholow (Western Center on Law and Poverty) Update on SSI Cash out/Food Stamps [Discussion Item and Possible Action Item]
 - a. Public comment
4. Annual report – update and media plan [Discussion Item and Possible Action Item]
 - a. Public comment
5. Updates on all projects [Discussion Item and Possible Action Item]
 - a. Public comment
6. Legislative update [Discussion Item and Possible Action Item]
 - a. Public comment
7. Items for next meeting [Discussion Item and Possible Action Item]
 - a. Public comment
8. Public Comment
9. Adjournment

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Minutes December 1, 2010

1:30pm-3:30 pm, City Hall, Room 278

In Attendance:

Task Force Members: Dan Schuman (Project Open Hand), Jean Cooper (Glide Foundation), Leo O'Farrell (Department of Human Services), Maria LeClair (DPH – Nutrition Services), Maurita Dunphy (Dept. Children, Youth and Families), Meredith Terrell (SF Food Bank), Paula Jones (DPH – Food Systems), Deloris McGee (Community Living Campaign), Linda Lau (DAAS), Gail Priestley (St. Anthony's), Karen Gruneisen (ECS), Anne Quaintance (MOW)

Public: Kathleen Da Silva (RD Consultant); Katie Helwig (CCSF), Nancy Hahn, (Food Runners), Leah Vaughn (CommunityMaps), Colleen Kavanagh (Campaign for Better Nutrition), Ryan Hunter (UC Berkeley), Jenny Huston (OPFC), Hilary Seligman (UCSF/SFGH), Elizabeth Boileau (Food Runners), Julia Boyle (TUMC)

Agenda Topic	Discussion	Action Item
1. Call to Order	Called by Ms. Priestley at 1:37pm	
2. Approval of Minutes October 6th	Ms. Terrell motioned to approve the minutes. Ms. Quaintance seconded the motion. The motion was approved unanimously.	Ms. Jones will post minutes to FSTF webpage.
3. Review of Annual Report	The Task Force discussed the distribution of the report, and future funding to support intern staffing, graphic artist, and printing. Ms. Quaintance agreed to lead grantwriting efforts with Ms. Dunphy, Ms. Priestley and Ms. Terrell agreeing to assist.	As noted in the discussion.
4. Updates on projects	<p>Ms. Jones and Mr. Hunter provided an update on the SFUSD breakfast expansion efforts. Ms. Jones reported that she and Ms. Reicker from SFUSD applied for 9 breakfast expansion grants from the California Department of Education for grab and go breakfast projects at 9 large high schools. Grant awardees will be notified by January 15, 2011. Mr. Hunter reported on the district wide breakfast expansion plan he has written to support SFUSD.</p> <p>Ms. Gruneisen reported on the food stamp access working group's progress and work plan. The group is focusing on developing a plan to increase access to and utilization of food stamps by people who are homeless, formerly homeless living in SROs or permanent supportive housing and/or seniors. They are currently gathering information on surface barriers and assembling existing data on the issue. have requested that questions be added to the January 2011 Homeless Survey.</p> <p>Ms. Terrell and Ms. Dunphy reported on the summer lunch and snack workgroup. They are focusing on increasing access to summer lunch and snacks while maintaining fiscal viability and proper accountability. They are exploring funding opportunities, and policy options to enhance</p>	Workgroups will report on progress at each meeting.

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San Francisco Food Security Task Force

Minutes December 1, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
	<p>program effectiveness, and are conducting best practice research to inform local options.</p> <p>Ms. Terrell also reported on the plans for the Senior Nutrition work group. They will be conducting a gap analysis to understand the extent of current food insecurity among seniors. This information will be reviewed by neighborhood. They will also be conducting best practice research, and will meet with DAAS to review the information and develop a plan to address the problem.</p> <p>Ms. Kavanagh discussed the progress toward ensuring free water access in cafeterias in SFUSD, as required by state law. She met with Board of Education member Jill Wynns and Supervisor Duffy, and is working with a member of the SFUSD Nutrition Committee to obtain any relevant information from SFUSD facilities. Ms. Jones added that there seems to be a pilot planned to install water stations at some schools in SFUSD. She will obtain additional information about the pilot and share it with the work group.</p> <p>Dr. Seligman reported on the work on assessing the nutrition quality of low cost and free meal programs in San Francisco. She and Ms. Drago have developed an assessment tool, and will be visiting the meal programs in December and January. Dr. Seligman also reported on the interest from the Mayor's Office in expanding a veggie prescription program she has piloted with the WIC department.</p>	
5. Review timeline and plans for 2011.	<p>Ms. Priestley led a discussion to further develop a calendar for 2011, and to establish agenda items for each meeting. The draft calendar includes the following timeline and priorities:</p> <p>January – SSI/cash out presentation, visits with new supervisors, food insecurity and malnutrition among patients at hospitals, and a new workgroup on breastfeeding. –reviews of city budgets and identifying a lead for the 2011 annual report. March – summer lunch, responses to budget proposals, and new census data. April – homeless count data, summer lunch plans, annual report committees and breastfeeding. May – budgets, senior meal gap analysis. June – future of the task force, city budgets. July – election of new officers. August – review draft annual report. September – SFUSD school meal review and long term plan. Oct. – print annual report. November – release report.</p>	Ms. Priestley will develop calendar.

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San Francisco Food Security Task Force

Minutes December 1, 2010

1:30pm-3:30 pm, City Hall, Room 278

Agenda Topic	Discussion	Action Item
6. Legislative Update	Ms. Terrell and Ms. Kavanagh reported on the progress on Child Nutrition Reauthorization. Ms. Huston reported on the new Food Safety Bill as well as the Tesser amendment which allows flexibility for small farms selling direct.	None.
7. Public Comment	Incorporated in the notes above	
8. Adjournment	Ms. Priestley adjourned the meeting at 3:30pm.	



